

UNITED WAY OF HENRY COUNTY & MARTINSVILLE

JOB DESCRIPTION – Getting Ahead in a Just-Getting'-By World Certified Facilitator

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REPORTS TO: Executive Director

A. GENERAL POSITION SUMMARY

Getting Ahead in a Just Gettin' By World is a curriculum that supports people in poverty as they create their own plan for stability. The powerful Getting Ahead curriculum shares Bridges Out of Poverty concepts directly with people in poverty. Trained facilitators help people develop their own plans for stability. Certified facilitator training emphasizes the importance of participants—called “investigators”—learning on their own. The co-investigative process uses a self-assessment and other tools to build financial, emotional, and social resources by exploring the impact of poverty in participants' lives. Gain insights and strategies from graduates and seasoned Getting Ahead facilitators. Help bring valuable relationships, education, and living-wage jobs within reach by directly teaching the hidden rules of economic class.

B. DUTIES AND RESPONSIBILITIES

- You'll be certified to:
 - Facilitate Getting Ahead Groups
 - Prepare graduates to become certified to facilitate future groups
- Community Engagement: Work with enrolled investigators to connect them with resources/agencies in the community for education, job skills training, employment, and other
- Assist in data collection and tracking for attendance, and other metrics as needed

C. KNOWLEDGE, SKILLS, ABILITIES

- Ability to communicate to individuals and groups of all social classes
- Experience in developing relationships with organizations and individuals
- Proficiency in technology skills including: Excel, ZOOM, and others
- Experience in program facilitation
- Strong interpersonal skills
- Experience working with volunteers

D. DETAILS

- Part-time, grant funded position with competitive compensation
- Paid training and certification as Bridges Out of Poverty Certified Facilitator
- Approximately 20 hours per week with some evening hours required
- Additional tasks and duties may be assigned by the Executive Director
- The United Way is an Equal Opportunity Employer and drug free workplace
- This is a grant funded position, its continuation is dependent on the availability of grant funds
- Deadline for applications is September 10th
- Interested applicants should submit cover letter and resume to:
Philip Wenkstern at Philip@UnitedWayofHCM.org