

Healthy Relationships Facilitator Position Description

Peer Assistance Services currently has an opening for a part-time Healthy Relationships Facilitator. The Healthy Relationships Facilitator will teach participants relationship skills predictive of successful relationships using curriculum approved by Peer Assistance Services. Each model teaches relationship skills to include communication, coping, conflict resolution, anger management, parenting, and nurturing. Relationship education will be delivered to agencies currently partnered with Peer Assistance Services, who provide a variety of services, some of which include outpatient treatment centers, domestic violence programs, transitional housing assistance, pregnancy shelters, etc.

Facilitators will be trained and must demonstrate knowledge of one or more of the following curricula:

Within My Reach (adapted from PREP specifically for low-income families): A curriculum designed for *singles* to attain relationship success for themselves. The model is divided into three areas: Building Relationships, Maintaining Relationships, and Making Relationship Decisions, with an emphasis on safety.

Within Our Reach (adapted from PREP specifically for low-income families):

The curriculum is designed to help economically disadvantaged *couples* achieve goals in relationships, family and marriage. The curriculum builds on the existing strengths of the couple and add critical like and relationships skills that will help participants to create safer, more stable relationships, and better environments for their children.

Caring for my Family:

The curriculum is designed to help *mothers and fathers of young children* build healthy relationship skills for parenting, making healthy decisions and strengthening the family unit.

Facilitators will report directly to the Healthy Relationships Program Coordinator.

Key Responsibilities:

- Plan, conduct, and implement the Within My Reach, Within Our Reach, and/or Caring for My Family curricula.
- Foster positive interactions among group members, to include maintaining a safe environment conducive to learning and communication.
- Model appropriate communication and leadership skills.
- Adhere to professional conduct with agency and group members at all times.
- Maintain confidentiality and respect of each group participant.
- Collect all necessary paperwork (group sign-in sheets, reports, time sheets, pre-post assessments, evaluations)
- Direct members to the appropriate outside resources when necessary.
- Maintain regular contact with the Program Coordinator regarding the status of the group, including changes in meeting dates or times, cancelled meetings, group size, and any other issues or questions regarding the group.
- Attend facilitator meetings and trainings.
- Other duties as identified by Peer Assistance Services, Inc.

Qualifications:

- Bachelor Degree in Human Service related field or minimum of two years specialized experience working with target populations.
- Experience working with low-income families.
- Previous facilitator, support group, or teaching experience.
- Bilingual (Spanish/English) required.
- Willingness to work flexible schedule, some evenings and/or weekends. Hours will be based on agency preference *and* facilitator availability. Each curriculum model will be presented in 6-8 sessions, for approx. 1.5–2 hours each, typically once per week.

Qualities:

- Excellent written and communication skills.
- Motivational team leader.
- Must be sensitive to issues of diversity to include: low-income, single parenting, substance abuse, domestic violence, etc.

To apply please e-mail resume, cover letter, salary requirements to hr@peerassist.org or fax to 303.369.0982 (phone calls will not be accepted). Minorities are strongly encouraged to apply. EOE.