



# Job Posting

Flagstaff, Arizona

Fax: 928-774-5809

Website: [www.northlandfamily.org](http://www.northlandfamily.org)

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**Date** : January 26, 2021  
**Position** : Community Educator  
**Status** : Full Time, Non-Exempt, 32 hours/week  
**Department** : Community Education  
**Salary** : \$16.00/hour  
**Funds** : SUBJECT TO FUNDS AVAILABILITY  
**Benefits** : Health care benefits eligible. 9 paid holidays, 1 birthday holiday, 1 floating holiday. Paid Time Off accrued on hours worked  
**Closing Date:** Position opened until filled

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Northland Family Help Center's Community Education Program promotes the prevention of sexual assault and sexual violence through education and outreach with middle school, high school, and college students as well as community members.

## RESPONSIBILITIES:

- Deliver content of educational presentations aimed at promoting social norms change and sexual violence prevention with fidelity to the evidenced-based curriculum being taught.
- Facilitate community education programs, including workshop facilitation, local events, and educational training.
- Engage community in projects aimed at raising awareness of sexual violence.
- On-going training in most up-to-date information on root causes of sexual violence perpetration and victimization.
- Develop content of educational presentations if prevention model being taught allows modification.
- Assist in facilitating monthly educational groups in NFHC's Domestic Violence Shelter and/or Youth Shelter.
- Participate in all required ADHS partner meetings, trainings, and calls.
- Participate in supervision at Northland Family Help Center provided by Lead Community Educator, Executive Director, and/or clinical supervision team.
- Ensure compliance with programmatic specifications of applicable grants and contracts.
- Collaborate with community agencies and schools for events and awareness, including events for Sexual Assault Awareness Month and Domestic Violence Awareness Month.
- Assist in coordination of data collection and accurate reporting related to the grant.
- Attend community meetings and coalitions as assigned.
- Other duties as may be assigned.

## KNOWLEDGE, SKILLS AND ABILITIES:

- Curriculum development, program planning and evaluation.
- Knowledge of broad scope of issues related to sexual violence prevention and education, including multiple prevention paradigms.
- Knowledge or experience with diverse cultural issues related to family and personal relationships.
- Understanding of Trauma Informed Care practices.
- Computer knowledge in word processing and database management.
- Ability to communicate well in a variety of formats, such as report writing, public speaking and educational presentations.

- Demonstrate ability to embody the NFHC Mission and Philosophy, Values.
- Demonstrate ethical behavior; understand and implement principles and ethics of social services practice.

**MINIMUM QUALIFICATIONS:**

- Must be at least 21 years of age
- Bachelor's Degree in Public Health, Social Work, Psychology, Sociology, Health Education, Education or other related field
- Any equivalent combination of experience, training and/or education approved by the agency
- Must have the ability to make individual contributions to assist in a team effort
- Must be able to pass criminal history and Dept. of Child Safety background checks
- Must be able to obtain a Fingerprint Clearance Card
- Must have a valid Arizona Driver's License and reliable transportation

**PREFERRED QUALIFICATIONS:**

- At least one year experience relative to responsibilities of the job description
- Experience in direct education, preferably interactive; youth-centered education; adult education

**REQUIRED CERTIFICATIONS (Can be obtained upon hire)**

- Valid Arizona Driver's License
- Proof of Auto Insurance
- Successful annual TB Test
- Fingerprint Clearance Card
- Any other certification or acknowledgment as may be required

**WORKING CONDITIONS / PHYSICAL REQUIREMENTS**

- Position requires periods of desk time, as well as periods of mobility
- Position may require lifting/carrying up to 50 lbs
- Position may require kneeling, reaching, and stooping
- Position requires effective communication skills with diverse age groups and populations

This job description is intended to describe the general nature and level of work being performed. This job description is not intended, nor shall it be construed as, a contract of or for employment, nor is it an exhaustive list of all responsibilities, duties and skills required of staff so classified. Northland Family Help Center reserves the right to amend this job description at any time, with or without prior notice.