



Great Expectations Program Facilitator – 18-22 Cohort: Exploring Possibilities
September 2019

Interfaith Outreach & Community Partners' mission is to engage the heart and will of the community to respond to emergency needs and create opportunities for all to thrive. Interfaith Outreach is a human service nonprofit that ignites the power of community to provide urgent and strengthening services in eight Twin Cities western suburbs so families can live their best lives, children can succeed and the entire region can prosper and shine. Serving the west Hennepin County communities of Hamel, Long Lake, Medicine Lake, Medina, Minnetonka Beach, Orono, Plymouth and Wayzata since 1979. For more information, visit iocc.org.

Interfaith Outreach is looking for highly qualified candidates for our **Great Expectations Program Facilitator – 18-22 Cohort: Exploring Possibilities** position. This is an Independent Contractor position that will be focused on facilitating a program for our 18-22 cohort.

Overview:

Great Expectations is a collaborative school and community initiative designed to close the opportunity and achievement gaps from cradle to career for families, students, and young adults of low income and/or of color in our community. Various Great Expectations teams have been working to bring effective programs and services to scale and to heighten innovative community-wide engagement. Teams comprise a mix of parents, volunteers and staff of the Wayzata and Orono School Districts and Interfaith Outreach. The Team focused on the 18-22 year-old age group is working to provide access to the information, support and resources that will help young adults launch a future of choice.

Program Description:

The 18-22 Team is implementing a program to be conducted with a cohort of young adults (8-10 participants) in our targeted demographic group who are no longer in high school and need additional information, resources and support to help them to be able to (1) assess their current situation and aspirations, (2) make a choice about their best next steps (personal, financial, educational and career), (3) find the resources they need, and (4) gain greater confidence and see more possibilities for themselves. This program will consist of eight 90-minute sessions over a four-month period that will provide training and exploration opportunities for the participants. The sessions will be held at Interfaith Outreach in Plymouth, MN. The general structure of each session is as follows:

- Introductions, activity and simple meal: 20 minutes
- Presentation/training: 55 minutes
- Questions: 5 minutes
- Reward or door prize: 5 minutes
- Group reflections and feedback: 5 minutes

Description of Position:

We are looking for a lead facilitator for this program. This is a new initiative and we seek someone who is excited about making a difference and helping us develop the role of Program Facilitator. You will make a meaningful and direct contribution to the overall success of this program by serving as the lead facilitator of each session, providing consistency for participants and setting the tone for the program.

Specific Responsibilities:

- Serve as the lead facilitator for the program. Facilitate the welcome and introductions, gathering activity, questions, rewards, group reflections and feedback as described above for each session. Introduce the speaker/presenter for each session.
- Plan, coordinate and implement eight program sessions with the help of the 18-22 Team, Interfaith Outreach staff and the Logistics Coordinator.
- Help recruit young adult participants, with the help of Interfaith Outreach staff and the 18-22 Team.
- Plan each session's focus and appropriate trainers or speakers, with help of the 18-22 Team and Interfaith Outreach staff.
- Serve as the welcoming leader of the Program, encouraging commitment of participants and creating an energetic and effective atmosphere for each session.
- Provide support and encouragement to participants as they develop their plans for the future.
- Monitor session effectiveness regularly through observation and participant feedback.
- Serve as the point person for participants' questions outside of session time, maintaining good communication with program participants (and their families as needed).
- Help connect participants with other relevant services at Interfaith Outreach as needed.

Estimated Time Commitment:

- Planning time with select members of the 18-22 Team and Interfaith Outreach staff: 2-3 hours
- Facilitate eight sessions of 90 minutes each over four months: 12 hours
- Participant contact time: 2-3 hours
- End-of-program assessment time with the 18-22 Team and Interfaith Outreach staff: 1-2 hours
- **Total:** 17-20 hours over a five-month period

Compensation: A stipend will be provided.

Qualifications, Skills and Abilities:

- Experience in program facilitation and coordination
- Experience working or volunteering in education, youth development or related fields
- Excellent communication skills and ability to positively address needs and issues of young adults
- Work experience with young adults from a variety of socio-economic backgrounds
- Demonstrated skills in cultural competence and engagement with young adults within the profile of constituents served by Interfaith Outreach
- Understanding of post-secondary options for young people: college (community, technical and 4-year), vocational training, apprenticeships, etc.
- Ability to communicate effectively in person, in writing, through social media and online
- Flexible and adaptable with great energy and strong organizational skills

Interested candidates should submit a resume and cover letter to amacarthur@iocp.org. Candidates are considered as submissions arrive. Position open until filled.

Interfaith Outreach values a diverse work environment.

People of color and people from other underrepresented communities are strongly encouraged to apply.