Position Description

Organizational Role: Professional Development and Parent Workshop Trainer

Department: Healthy and Ready to Learn

Reporting Relationships: Reports to Programs Director

CHF is committed to creating a diverse environment and is proud to be an equal opportunity employer. We value unique experiences and perspectives and believe our differences enrich the organization and enable us to confidently fulfill our mission. We strive to create a work environment that is inclusive, equitable, and welcoming. We encourage qualified candidates to apply regardless of identity characteristics.

If you are passionate about the work and our mission, if you strive for excellence, if you are smart and good at what you do, we celebrate you as you are.

Position Overview:
CHF's Healthy and Ready to Learn program is seeking a part time Trainer to deliver professional development training sessions and parent workshops to educators and families of pre-school and school-age children. The Trainer will communicate with school leadership to schedule training sessions and work with them to ensure training content aligns with school needs.

The Healthy and Ready to Learn Initiative was developed by the Children’s Health Fund to address health issues that impact student learning and attendance. Since 2014, we have partnered with NYC elementary schools to implement a comprehensive school-based model that provides the school community with health services, education, resources, and protocols. We address health needs rooted in social, racial, and economic inequities by creating relevant content that builds the capacity in the school community. Our program has expanded to include technical assistance, training, an online resource and training center, and local and national advocacy.

Through our program we:
● Support student success by increasing access to health resources, implementing trauma sensitivity strategies, and building positive school environments.
● Facilitate important communication and collaboration between the health and education sectors.
● Partner with communities using an approach that is 1) strengths-based 2) whole-family oriented 3) equity-focused 4) trauma-sensitive, and 5) data-driven

COVID-19 has had a tremendous impact on the NYC families and has further compounded the trauma experienced by families living in underinvested communities. This year, our program is committed to supporting trauma sensitivity in schools to ensure that students, staff, and families are receiving the support necessary. This temporary position will have a particular focus on leading training sessions at school communities. We are looking for an individual who is committed to centering the school community’s needs.

The Trainer will lead sessions focused on school health and trauma-sensitivity both virtually and in person.
**Principal Accountabilities**

**Schedule Training Sessions**
- Work with parent coordinators or administrators at partner schools and organizations to schedule training sessions.

**Adapt Training Sessions as Needed**
- Discuss specific school community needs as they relate to child health and positive education climates with a parent coordinator or administrator. Make updates to available training slides and supporting materials as needed based on expressed needs.

**Deliver Training**
- Lead professional development and parent workshop sessions following trainer guides.
- Record training delivery and number of participants in HRL’s data tracking system.
- Deliver post-training surveys to participants as needed.

**Position Requirements:**

- Commitment to and excitement about Children’s Health Fund and Healthy and Ready to Learn missions, values, and activities.
- Experience in the public health or education space is strongly preferred.
- 1 year experience leading training with groups of 3 to 15 individuals.
- Excellent public speaking and facilitation skills.
- Ability to travel to school sites across New York City’s five boroughs for training.
- Ability to lead virtual workshops.
- Bilingual in English and Spanish.
- Experience working directly with marginalized communities preferred.
- The ability to communicate effectively with diverse partners including school administrators, health care providers, teachers, community-based organizations, young children, and parents.
- Expertise in the area of trauma, school health or child development a plus.
- Empathy and creativity.

**ADDITIONAL INFORMATION:**
This role is short term, temporary beginning at the end of August.

Children’s Health Fund is based in New York City and provides a hybrid onsite/remote work environment.

**HOW TO APPLY:**
If interested, please send your resume and cover letter to resumes@chfund.org.

No phone calls, please.

For further information on our programs, please visit our website www.childrenshealthfund.org and check out the Healthy and Ready to Learn Resource and Training Center website, www.hrl.nyc.