



OPEN POSITION

FACILITATOR

(FT or PT available)

ABOUT US

The mission of Big Brothers Big Sisters is to provide children facing adversity with strong and enduring, professionally supported one-to-one mentoring relationships that change their lives for the better, forever.

ABOUT THIS POSITION

The primary purpose of this position is to conduct training sessions with mentors, parents, youth and staff associated with our mentoring programs.

CHARACTERISTICS OF A SUCCESSFUL CANDIDATE FOR THIS POSITION

The successful candidate for this position is enthusiastic, engaging and skilled at leading group training sessions.

EDUCATION & EXPERIENCE

A high school diploma and experience conducting group training sessions is required.

DAY TO DAY RESPONSIBILITIES

Prepare & Conduct training sessions. A FT Facilitator will also assist with workplace mentoring group meetings.

TRAINING

Extensive initial and on-going training on the BBBS Service Delivery System, Salesforce and other topics relevant to meeting our training goals will be provided to the successful candidate.

SALARY

FT: \$40,000; PT: \$25 per hour

HOURS

FT: 10 am – 7 pm Tues- Thurs; Fri 8 am – 5 pm; Sat 10 am-2 pm.

PT: 5-7 pm Tues – Thurs; 10-2 pm – Sat.

BENEFITS

Medical, dental, disability and life insurance benefits are provided for FT employees. A medical plan that is no cost to the employee is available. The agency has between 10 and 12 holidays each year and both FT and PT employees can accrue up to 21 additional paid days off per year depending on the length of their employment. A simplified employee pension plan is also provided for FT employees after 2 years of employment. Mileage is reimbursed. Staff development opportunities are provided.

HOW TO APPLY OR ASK QUESTIONS

Apply at Indeed or forward resume to careers@bigmentor.org