EAAA Program Facilitator Job Description

Two Program Facilitators will be hired to deliver a sexual assault resistance education intervention, the Flip the Script with EAAATM program. This program has been proven effective in reducing university women’s risk of sexual assault for up to two years.

Primary duties include

* Reading articles/chapters assigned prior to training.
* Completing the 9-day training including 3-days of self-defence instruction.
* Recruiting program participants.
* Delivering the 12-hour program 4-6 times across the academic year (2-3 times each semester) on weekends and weekday evenings.
* Meeting regularly with the other team members (in person or by videoconference).
* Administrative duties associated with program delivery (e.g., checking supplies in advance of program, reminding participants)
* Organizing, setting up, and taking down program materials on each program day.
* Other related duties as required

Program Facilitators must be young women (i.e., in their 20s) to be seen as peers by program participants. They must be available to attend 9 days of training to be scheduled non-consecutively in October/November 2022 as well as weekday evenings and weekends for program delivery.

Qualifications:

* Excellent interpersonal skills including excellent verbal skills
* Knowledge and comfort discussing sexual violence topics including sexual coercion and sexual assault
* Comfort and effectiveness in dealing with conflict
* Good judgement and problem-solving skills
* Excellent organizational skills and attention to detail
* Registered in their second or subsequent year(s) of their degree program at Carleton University during the 2022-2023 academic year
* Available to work evenings and weekend
* Previous work/experience within the violence against women sector (preferred)
* Previous work/experience as a facilitator/group moderator (preferred)

**Duration:** 9-month part-time contract (with the possibility of renewal).

**Total hours:** Maximum 180 (hours vary depending on the number of programs scheduled)

**Hourly pay:** $21/hr.

**Renewal will be based on performance.**

Please send cover letter, resume, and contact information for two referees to Alicia Poole email: alicia.poole@carleton.ca

**APPLICATION DEADLINE: August 19, 2022**