



TurnAround Job Description

Job Title: **Bilingual Community Educator**
Department: Community Engagement and Training
Reports To: Director of Community Engagement and Training

SUMMARY

The Community Engagement and Training (CET) team serves as messengers of TurnAround's mission by incorporating innovative best practices for prevention, intervention, and restoration. The CET team involves local communities in intentional conversations and advocacy efforts that strive to create awareness and solutions to ending violence and abuse. The **Community Educator** works with youth and adults, conducting outreach, and providing trauma-informed support to survivors. Educators provides educational presentations to community partners as part of the outreach efforts and works within partnerships to ensure survivors are accessing the full suite of services available to them via preventive education presentations, groups, and trainings.

SALARY RANGE: \$48,000 - \$55,000

ESSENTIAL DUTIES AND RESPONSIBILITIES

1. Knowledge of evidenced based concepts, principles, procedures, and practices for victims of sexual assault intimate partner violence, and human trafficking.
2. Exhibit strong public speaking and presentation skills with a variety of audiences.
3. Deliver in-person preventive training, workshops, and group facilitation to English and Spanish speaking audiences.
4. Work with at-risk populations in the community to develop prevention strategies.
5. Lead all Men and Boys educational programming and content development.
6. Provide preliminary crisis intervention services to individuals who identify as survivors.
7. Assist survivors with navigating and connecting to advocacy and other services at TurnAround and other community resources.
8. Document progress through monthly, quarterly, and annual reports.

Partnership and networking:

1. Develops and maintains trusting relationships with schools, teachers, families and their communities through equity-based programming and exceptional customer service.
2. Representing TurnAround, Inc. at community events (ex: health fairs, resource fairs)

Event coordination:

1. Assist with the planning, organizing, and implementation of community and annual awareness events including but not limited to Sexual Assault, Human Trafficking and Domestic Violence Awareness months.

EDUCATION AND EXPERIENCE

1. Bachelor's Degree in related field.
2. Experience working with school aged youth (K-12), general populations, or professionals.
3. Strong oral and written communication, organizational, and problem-solving skills.
4. ***Proficiency in both written and verbal Spanish is required.***
5. Experience working with survivors of sexual assault or interpersonal violence.
6. Experience and competency serving in advocacy to underserved and traditionally marginalized groups such as including but not limited to racial minorities, LGBTQ+ communities, survivors with disabilities, first-generation survivors.
7. Practice balancing varying priorities while maintaining a positive outlook and working effectively in a collaborative environment.

LANGUAGE SKILLS

1. Ability to write reports, and business correspondence.
2. Ability to effectively present information to the agency at large.
3. Ability to speak effectively to collaborative agencies, employees, and clients.
4. Ability to communicate effectively in Spanish.

REASONING ABILITY

1. Ability to develop and implement short and long-range projects.
2. Ability to effectively understand responsibilities and designated tasks.
3. Ability to work independently within a given framework and handle multiple tasks.
4. Ability to maintain a mature, confident, patient, and resilient disposition.

TECHNICAL SKILLS

Strong computer skills, including knowledge of Microsoft Office (Teams, Outlook, Word, Excel, and PowerPoint) virtual meeting software, and presentation tools such as Mentimeter and Canva, virtual learning platforms, and Apricot Software or equivalent software is preferred.

WORK ENVIRONMENT

This position is remote with the potential for some standard office environment work on an agreed-upon schedule and the approval of a direct supervisor in addition to limited travel to various sites in the Baltimore City and County communities. Core working hours are 9am - 5pm eastern standard time. Limited weekend and evening hours are required.

TRAVEL

Weekly travel throughout Baltimore City and County areas is required. May be limited statewide and out-of-state travel.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential functions.

1. Routine office mobility.
2. Occasional lifting of boxes.
3. Ability to comfortably speak for an hour or more.
4. Sustained posture in a seated position for prolonged periods of time.

AFFIRMATIVE ACTION/ EQUAL EMPLOYMENT

TurnAround, Inc. provides equal employment opportunities to all employees and applicants for employment and prohibits discrimination and harassment of any type without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state, or local laws.

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