



<b>Job Title: Parent Educator</b>	<b>Salary: \$38,000 annually</b>
<b>FTE: 1.0</b>	<b>Last Update: June 2023</b>
<b>Reports To: Community Health Manager</b>	<b>Classification: Exempt</b>

Empower House provides community health services, youth development programs, and advocacy opportunities that are transformative and empowering for women and girls of color. We envision a world where all women and girls are empowered to transform themselves, their families and their communities.

The ideal candidate for this position can share their passion for grassroots community transformation and connect their professional and volunteer experiences to our mission. The candidate should have a clear understanding of the Promotora Model and be familiar with Restorative and Transformative Justice. Our organizational philosophy is based on understanding the implications and intersections of sexism, racism, and other forms of oppression that prevent full participation for women and girls. Women, people of color, LGBTQ and gender non-binary individuals are strongly encouraged to apply.

Reporting to the Community Health Manager, the Community Health Educator is responsible for all aspects of Program Implementation for our Empower Parents classes.

**Responsibilities:**

- Obtain necessary certification in Triple P (Positive Parenting Program) levels 2, 3 and 4
- Provide Triple P education to enrolled participants throughout San Antonio.
- Promotion and outreach for class to San Antonio and Bexar County.
- Creation of class schedules to include nights and weekends.
- Implement effective program delivery and retention strategies.
- Administer all required programmatic assessments with adherence to reporting results.
- Keep accurate and detailed case notes on client participation and progress.

- Utilize Salesforce and Signify data systems to track participants, receive referrals from other organizations, and refer participants to other orgs for support.
- Attend, at minimum, mandatory trainings and workshops specified by position and maintain necessary certifications and licenses.
- Participate in all program and organizational staff meetings and team development workshops.
- Comply with established guidelines outlined in scope of work areas of funding.
- Must have the ability to prioritize tasks to meet multiple deadlines.

**Communication:**

- Uphold Empower House’s values of Solidarity, Empathy, Collaboration and Creativity.
- Demonstrates a willingness to creatively collaborate and add to a positive team dynamic.
- Collaborate with high-performance, constructive peer groups.
- Demonstrate strength in recruitment and retention of individuals to participate in Empower House educational activities.
- Use trauma informed care and restorative lenses for program implementation.
- Utilize internal and external resources and networks to support families in crisis.

**Qualifications:**

This is an extraordinary opportunity for an individual with a passion to work with women and families to identify areas of strength, interest and need.

Specific requirements include:

- Certification in Triple P levels 2, 3, and 4 (certification provided through Empower House if candidate does not currently hold)
- High school diploma and/or equivalent – bachelor's degree preferred
- 2-3 yrs. previous experience in community education
- Excellent verbal and written communication skills with exceptional attention to details
- Demonstrated proficiency and ease in data entry and computer skills
- Must be Bilingual in English and Spanish
- Strong organizational skills
- Must have the ability to thrive in a flexible, fast paced growth-oriented environment

Empower House provides equal employment opportunity (EEO) to all persons regardless of age, color, national origin, citizenship status, physical or mental disability, race, religion, creed, gender, sex, sexual orientation, gender identity and/or expression, genetic information, marital status, status with regard to public assistance, veteran status, or any other characteristic protected by federal, state, or local law. Empower House will provide reasonable accommodation for qualified individuals with disabilities.