

APPENDIX A. TRAINERS

Job Description

Provide trainings in the local communities in the state as directed by the Project Director.

Requirements

- Preferred lived experience as a parent/caregiver of a child/youth with mental health challenges
- Solid organizational skills
- Familiarity with traditional and modern training methods, tools and techniques
- Ability to present information to a variety of audiences
- Excellent skills in working with families with communication and understanding
- Must be motivational and progressive with actions and commitments and is responsible for understanding and appreciating organization's mission, goals and objective, policies and expectations
- The ability to communicate ideas and expectations in a clear manner to a diverse assembly of families and the community

Responsibilities

- Be accountable to the Project Director
- Follow specific scope of work from Project Director
- Attend in person, by phone or other electric method as requested as necessary to fulfill their responsibilities
- Attend trainings as offered by the organization including for train the trainer
- Provide trainings in the local communities for the families and the community as directed by the Project Director
- Work with Regional Director for planning of training, location and support
- Assess training effectiveness to ensure meets families and community needs
- Structure a learning environment for families
- Requesting needed materials and supports to the Project Director or Program Specialist
- Identify trainings desired from families and community
- Develop additional trainings as directed by Project Director
- Provide monthly, quarterly and annual reports as specified in a timely manner
- Hand out evaluations as required or requested
- Operate within identified budget