



LEAD FACILITATOR Homecoming Life Skills Empowerment Program

Rauschenbusch Metro Ministries (RMM), in partnership with Xavier Mission, is seeking a part-time Lead Facilitator for the Homecoming veterans program starting in January 2020. Homecoming is a Life Skills Empowerment Program developed for military veterans who have experienced homelessness. Homecoming assists individuals in strengthening essential life skills and aids in the process of recovery from the trauma of homelessness through sharing of life stories and the establishment of a supportive community. The program typically serves 6-9 veterans per cycle who have already developed a basic level of stability and are ready to move forward with their lives. The program runs 13-14 weeks each cycle (spring and fall), and the group meets twice weekly.

Following the basic Homecoming curriculum, the Facilitator will offer leadership and group facilitation during each session, following a community model and trauma-informed approach. The role of the facilitator is to create a safe, nurturing environment in which participants may share freely, while encouraging truth telling, vulnerability and healing. S/he will be supported in the work by a team including the LSEP Director, RMM staff, mentors, social work intern(s), and peer facilitator. The Facilitator reports to the LSEP Director for program-related responsibilities and to the Executive Director of RMM for HR matters.

Program Elements:

- Homecoming Life-Skills Sessions with Staff and Guest Speakers: Topics include accessing veterans' benefits, developing a support system, self-care, goal setting, healthy relationships, healthy living, etc.
- Goal Setting with Mentors: Each participant is paired with a volunteer mentor to work toward identifying and achieving goals.
- Personal Stories: Participants are guided in writing and sharing their life experiences.
- Additional Services: Participants are supported by a social work intern to assist with goal setting and providing referrals for outside services.
- Community Building: Participants and the facilitators share dinner together at each session. Participants receive a stipend for each session they attend (distributed upon completion of the program).
- Graduation: Participants, mentors, instructors, friends and family celebrate the successful completion of the program.

Facilitator Qualifications:

A social worker, or someone with equivalent skills, with experience working with disenfranchised populations, flexibility, energy, cultural sensitivity, excellent verbal and written communication skills, and strong organizational skills. Familiarity with veterans' issues and resources, experience facilitating groups, familiarity with mindfulness practice, and/or trauma training a plus. Military veterans preferred.

Start Date & Time Commitment:

Beginning in January 2019 for orientation and preparation for the spring semester. Sessions run from February – May/early June (Spring) and September -December (Fall). During the cycles, sessions meet Mondays and Thursdays, 5:30 -8:00 pm, with dinner beginning at 5:30 pm and programming beginning at 6:00 pm. Lead Facilitator must be on site no later than 5:15pm on session dates. Additional hours for program planning and implementation are required (number of hours depends on extent of responsibilities).

Compensation:

\$3,500-5,000 stipend per semester (2 semesters per year), depending on experience, availability and final duties determined.

To Apply:

Send resume and cover letter to volunteer@rmmnyc.org and rjohnson@xaviermission.org



ROLE AND RESPONSIBILITIES OF THE HOMECOMING LIFE SKILLS EMPOWERMENT PROGRAM LEAD FACILITATOR

The Homecoming Life Skills Empowerment Program staff includes the LSEP Director, a lead facilitator, a peer facilitator, and MSW student intern(s). The program staff members are supported by the two sponsoring organizations, RMM and Xavier Mission. The Lead Facilitator, along with the Peer Facilitator and MSW student(s), attend and lead every group session. If possible, the Lead Facilitator also assists the LSEP Director to recruit and select potential participants. Program planning, coordination and management are the responsibility of the LSEP Director with support and engagement of the Lead Facilitator, Peer Facilitator, MSW intern(s) and program sponsors.

The Lead Facilitator Core Responsibilities are as follows:

- Lead group meetings twice a week, in accordance with the set curriculum.
- Coordinate with wider staff to ensure that the meeting room is ready and materials are available.
- Work with the LSEP Director or other designated staff in preparing the agenda for each meeting.
- Ensure accurate record keeping of attendance and stipend payments, and relay information about the stipends required for the following week to designated staff.
- Assist in the storytelling process.
- Communicate with LSEP Director and mentors to share feedback on participants' progress.
- Assist in preparing for Graduation ceremony and acting as MC of the event.
- At the end of the semester, meet with the LSEP Director, peer facilitator, MSW student and program sponsors to assess the program's strengths, weaknesses and opportunities, with the aim of continuous improvement and consistency with mission.

Ideally, the Lead Facilitator will also be available to assist the LSEP Director and other program staff with the following Additional Responsibilities:

- Participate in program planning, including the development of the program calendar and materials.
- Assist in recruiting and interviewing candidates, and participate in the selection process.
- Participate in the process of mentor recruitment and matching mentors with participants.
- Act as the contact point for participants, mentors and workshop leaders regarding attendance, scheduling and other routine administrative matters.
- Work with the LSEP Director, peer facilitator, MSW student and program sponsors to follow up with alumni in order to enable their ongoing peer support and measure the program's outcomes on stated goals.
- Participate in continuing education programming as agreed upon with LSEP Director.

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