



Position Title: Director of Education & Training (full-time, exempt)

Reports to: Chief Operating Officer

Pay Range: \$70,000 - \$75,000, commensurate with experience

Benefits: HMO, Dental, Vision, and Life Insurance fully covered by the employer. Holiday, Vacation, and Sick time.

Location: Hybrid in-person based at the Central Office/work from home

ORGANIZATIONAL BACKGROUND

Resilience is an independent, nonprofit organization dedicated to the healing and empowerment of sexual assault survivors through nonjudgmental crisis intervention counseling, individual and group trauma therapy, and medical and legal advocacy in the greater Chicago metropolitan area. Resilience provides public education and institutional advocacy in order to improve the treatment of sexual assault survivors and to effect positive change in policies and public attitudes toward sexual assault. Established in 1974, Resilience serves over 2,000 survivors of sexual violence and their loved ones annually. Resilience has a main office in downtown Chicago, a community-based office in Austin, and several co-locations within partner organizations across the city.

GENERAL ROLE DESCRIPTION

The Director of Education & Training (DET) is responsible for overseeing the implementation and provision of Resilience's sexual violence prevention efforts and activism directed toward social change. Strategies include sexual violence public awareness, youth-focused prevention education, professional training services for adults, and community engagement and activism events, including the OurMusicMyBody (OMMB). The DET is responsible for the day-to-day operations of the education and training programs (E&T) and the quality of the materials, trainings, and public speaking engagements. As we grow, the DET will collaborate with staff and consultants to develop innovative learning solutions in a variety of delivery methods, including in-person, virtual, blended, and other web-based and multimedia options. The DET has a growth- and entrepreneurial-mindset and is a member of the agency's Leadership Team.

RESPONSIBILITIES

- Oversee all aspects of the E&T program, regularly monitoring qualitative and quantitative service provision, and ensuring that services are provided in a professional, sensitive, and effective manner
- Lead team meetings regarding E&T services, provisions, content, effectiveness, and overall agency business
- Oversee the onboarding and position-specific training of E&T staff, interns, and volunteers
- Provide institutional advocacy, outreach, and prevention education services to primary, middle, and high schools; youth-serving agencies; higher education institutions; and other priority groups and communities
- Conduct trainings for a variety of professional audiences, network, and perform outreach to foster collaborations and grow awareness of our services
- Participate in the design, development, coordination, and advocacy of effective prevention services to schools, social service providers, and communities; sexual violence public awareness campaigns; and outreach efforts to increase visibility of Resilience services
- Create new materials and offerings that incorporate best practices in learning theories and instructional design methodologies, as well as update current materials
- Support the research, selection process, and development of a learning management system (LMS)
- Develop and update program participant evaluation tools, data, and statistics to regularly determine the quality of E&T programming, determine program adjustments and prepare reports as required
- Participate in the design, presentation, curriculum development, and coordination of Resilience-sponsored trainings, including but not limited to agency volunteer training and professional training opportunities offered by the Resilience Training Institute (RTI)

- Work with staff facilitators to ensure agency-sponsored training curriculum follows an anti-oppression and intersectional framework consistent with our mission and guiding principles
- With the Director of Crisis Services and Advocacy Volunteer Supervisor, ensure continuing education opportunities are provided to agency volunteers in accordance with Illinois Coalition Against Sexual Assault service standards
- Coordinate with the Director of Advocacy Services, Director of Crisis Services, and the Director of Trauma Therapy on effective interface between services in each program
- Work with the Chief Operating Officer and the Advancement, Marketing, and Communications team to prepare the education and training portions of grant applications
- Participate and coordinate E&T staff representation on local and statewide education-based committees and coalitions with institutional partners, and other agencies, as assigned
- Maintain a working knowledge of significant developments and trends in the field of sexual assault and social justice issues to enhance E&T Program effectiveness
- Inform and comply with the annual E&T Program budget and fiscal guidelines of Resilience
- Co-chair the internal Sexual Assault Awareness Month committee, ensuring successful programming and adherence to budget
- Attend all agency staff/supervision meetings, attend in-services, and participate in staff development activities

Perform other duties as assigned to further the reputation and financial stability of Resilience

POSITION REQUIREMENTS

- Minimum of five to seven years of supervisory experience
- Strong analysis of social justice framework including racial equity, reproductive justice, disability inclusion, economic justice, and LGBTQ+ issues
- Previous work experience with diverse youth/adolescents in Chicago or in sexual violence prevention education, professional training, or community activism
- Bachelor's degree in Gender and Women's Studies, Teaching, Educational Policy and/or Leadership, or related field required; master's degree in curriculum design, instructional design, or teaching (MAT) preferred
- Ability to manage multiple tasks and projects at once while meeting deadlines
- Regular access to independent transportation, valid driver's license, and proof of insurance for effective service delivery

ORGANIZATIONAL REQUIREMENTS

- Exceptional executive functioning skills and emotional intelligence
- Adaptability, conscientiousness, and reliability
- Excellent verbal and written communication skills
- Ability to give and receive honest, constructive feedback
- Ability to take initiative and work independently, as well as in a team environment that includes cross-department coordination
- Passion for Resilience's mission required; understanding of and/or experience working with sexual assault, women's issues, and human rights issues preferred
- Flexibility to work occasional evening and weekend hours
- Completion of minimum 40-hours of sexual assault training within 90 days of hire

HYBRID WORK ENVIRONMENT

To help promote work-life balance, Resilience provides a hybrid workplace that allows employees to work remotely or from the office, based on the needs of the organization and their personal preferences.

BACKGROUND CHECK REQUIREMENTS

Because of the nature of our funding, all staff, interns, and volunteers are required to clear a criminal background check, free of convictions related to 1) any sex offense, and 2) any offense in which the victim is, by statute, a youth, including but not limited to, child abuse and child endangerment.

Additional background checks vary by position and are required for work within Chicago Public Schools, Cook County Health and Hospitals System, and for work with survivors who are incarcerated. Those who do not meet these requirements are not eligible for employment.

ENVIRONMENTAL/ PHYSICAL

- If you are offered employment with Resilience, please take one of the following steps to meet the necessary requirements.
 - Prior to or on your first date of employment, you will be required to provide proof of your COVID-19 vaccination to the Human Resources Department.
 - You will receive directions on how and when to provide proof of your COVID-19 vaccination. Acceptable proof of vaccination includes:
 - CDC COVID-19 vaccination record card
 - Documentation of vaccination from a health care provider or electronic record
 - A copy of medical records documenting the vaccination
 - A copy of immunization records from a Physician
- Possible exposure to vicarious trauma
- Potential for exposure to environmental and/or psychological hazards on or offsite at select partner locations
- Physical requirements may include (extended or periodic) walking, bending, reaching, sitting, and lifting

Persons of color and LGBTQ+ persons are encouraged to apply. Resilience is an equal opportunity employer and does not discriminate on the basis of race, age, sex, gender identity, gender expression, national origin, sexual orientation, or disability in its procedures and policies.

To apply, please send your cover letter and resume to:

Please send your cover letter and resume to:

Jessica Hamer, Director of Human Resources at jobs@ourresilience.org

Include the title of the position and your last name in the subject line.

Please note that applications without a cover letter will not be considered. No phone calls, please.