



JOB DESCRIPTION:
Public Educator and Trainer
Updated:?
Union: MAHCP
Classification:

The Public Educator and Trainer will facilitate education and training workshops to internal and external stakeholders. These workshops include suicide awareness, crisis and communication skills, mental health, self-care and stress management, mindfulness, and self-harm. The incumbent will also promote Klinik services within the community and participate at community forums/booths/tables as necessary.

QUALIFICATIONS:

- Undergraduate degree in the social sciences, graduate degree preferred
- Minimum two years supervised experience counseling people affected by trauma
- Thorough knowledge of trauma, and the recovery process
- Thorough understanding of the principles of trauma informed care and practices
- Thorough knowledge of and clinical experience in crisis intervention, suicide, domestic violence, sexual abuse and trauma recovery
- Thorough understanding of the principles of and experience in adult education
- Excellent written and oral communication skills
- Previous experience facilitating trainings and public speaking
- Ability to work independently and demonstrate decision making abilities
- Proven ability to promote team and program functioning
- Excellent interpersonal skills
- Available to work some evenings and weekends
- Available to travel within the province
- Access to a vehicle and valid drivers' license

RESPONSIBILITIES:

- Facilitates internal/external trainings and other professional development and public awareness activities
- Facilitates workshops on crisis intervention, suicide prevention, principles and practices, self-care and wellness
- Stays current on new developments, trends and research related to session topics
- Assists with updating presentations and trainings
- Assists with developing/editing content for external facing online mediums
- Outreach and promotion of public education/training services
- Network and liaise with other service providers / community partners
- Other duties as assigned commensurate with qualifications
- Participates on committee(s) as required
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OTHER:

- Participates in training courses and in services offered elsewhere and by Klinik in order to maintain and improve quality of service

- Attend internal and external meetings as required
- Participates in program planning, evaluation and quality monitoring including completing daily statistics
- Participate in formal self-evaluations by identifying strengths and limitations
- Seek appropriate supervision/consultation of own actions
- Adheres to all agency policies, protocols and promotes best practice
- Perform other duties and functions related to their job description

COMMUNICATION:

- Articulates complex information clearly and concisely in spoken and written formats
- Gives and receives feedback in a constructive and professional manner
- Advocates for a person or cause by adhering to principles of empowerment and collaboration

TEAMWORK:

- Builds and maintains collaborative and respectful working relationships
- Communicates directly and professionally with volunteers and team members across the organization
- Provides expertise, information and support to others
- Follows a constructive and effective process to resolve conflict

WORK HABITS:

- Ensures accuracy and high standards for work
- Organizes, prioritizes, plans and coordinates own tasks to complete work efficiently
- Demonstrates accountability and follow through on commitments and goals
- Adapts to change and displays openness to new ideas and approaches

ADDITIONAL REQUIREMENTS:

- Satisfactory Criminal Record, Child Abuse and Adult Abuse Registry checks