



Why CARE: Our mission is to strengthen resiliency in people and their communities through prevention, education, and services that improve the quality of life. To learn more about CARE's programs and services, and employment opportunities, please visit our website [www.careofsem.com](http://www.careofsem.com).

As a premier employer of choice, our goal is to not only provide Recovery Oriented Systems of Care, but to also be a Recovery Oriented Employer that values lived experiences. We are committed to fostering, cultivating and preserving a culture of diversity and inclusion. CARE of Southeastern Michigan offers an exciting and innovative environment with dedicated, caring, and good natured professionals focused on creating healthier lives and communities for the individuals and families in which they serve. We encourage those from diverse communities, including those with bilingual proficiency to join our dynamic team.

## Community Group Leader (casual)

*(hourly pay rate: \$13.52)*

CARE's Prevention Team has an immediate opening for a Community Engagement Specialist. Our parenting program utilizes evidence-based strategies designed to help families connect, strengthen bonds, help with parent/child conflict, and give parents skills to help their children grow into socially and emotionally healthy adults.

### **Duties and Responsibilities:**

- Effectively facilitate community programming.
- Facilitate discussion and activities to increase learning and understanding.
- Pick up supplies and materials as needed from CARE's main office.
- Prepare, develop, and provide scheduled groups (set up and take down all supplies and equipment on location).
- Apply relevant evidenced based practices when applicable.
- Completes documentation and reports according to agency and funding source timeframes, and returns paperwork and reports within one business day of training/program/group.
- Ability to deliver services in the community.
- Ensures assigned paperwork is completed/maintained in accordance with CARE and funding source standards.
- Able to apply outcome tools to measure services; for example – satisfaction reviews.
- Attends assigned meetings/trainings as required.
- Ability to adjust hours of work based on the community needs, including some evening and weekends.
- Knowledgeable of national and local statistics related to presentation topics and demonstrates the ability to apply current trends to service delivery.

### **Education and Qualifications:**

- A high school diploma or equivalent education/experience in related topic of presentation/training.
- Completion of required training for presenting curriculum.
- Strong facilitation skills for large and small groups.
- Conducts self in a highly professional manner, including being a subject matter expert in presentation topics.