



## Job Description: Facilitator - Virtual and In-Person

Breaking the Silence NM (BTSNM) is a small, statewide nonprofit that works to educate children and youth on mental health and eradicate the stigma associated with illness.

[www.breakingthesilencenm.org](http://www.breakingthesilencenm.org)

This is a Part time position, not to exceed 20 hours weekly and directly reports to the Program Director for Talking Mental Health. Lessons are generally 45 minutes in length. Hours of work can be from 7:30 am to 4:00 pm

### **Responsibilities:**

- Conduct online presentations to Upper Elem. Students, Middle Schoolers, or High Schoolers, or maybe say youth & teens in class rooms.
- Conduct in-person presentations to children and youth in classrooms.
- Attend monthly facilitator meetings with Program Director and Executive Director
- Collect and give survey to lead facilitator for in-person lessons)
- Provide bi – annual feedback on lesson effectiveness and impact.

### **Requirements:**

- Highly skilled communicator both written and verbally
- Bi-Lingual (Spanish) desired but not required.
- Must attend position training
- Quality time management skills, works well with deadlines and communicates openly and professionally.
- Experienced with Zoom, Google Meets, Microsoft Teams, and other virtual online platforms.
- Adept with Microsoft Office Suite
- Must have reliable transportation