



We are hiring a Contract PEPS Group Leader - Parents of Adolescents and Teens

Since 1983, PEPS has provided neighborhood-based parent peer-support programs for families. Group Leaders are integral to our mission, working alongside parents to facilitate conversation and foster connection. The majority of our amazing Group Leaders are volunteers. As a non-profit organization, we also bring in a small group of dedicated, paid contract Leaders who have professional experience working with families who provide support for a limited number of groups. **PEPS is looking to increase the pool of contract Group Leaders to facilitate peer-support groups for parents of adolescents and teens (PAT), online. These groups may expand to meet in person.**

Core Responsibilities

- Attend required training, meetings with PEPS staff, and support and supervision discussions.
- Plan, attend, and facilitate all weekly meetings; start and end meetings on time; lead discussions and activities based on program curriculum and meeting guidelines; facilitate peer support and parent activities.
- Maintain weekly attendance records and share a summary of discussions and appropriate resources as needed; distribute parent-related materials; encourage parent completion of weekly participation feedback, midpoint, and post-group surveys.
- Complete the Leader post-group program evaluation and interview.
- Actively support recruitment for PAT Group participants within own networks.
- PAT Leaders may also be asked to provide support and additional hours to lead workshops or attend community outreach events as needed.

Core Knowledge and Skills

- Professional or lived experience working with parents and/or adolescents
- Warm, engaging, and sensitive communication skills
- Flexibility and an ability to adapt to the moment
- Strong organizational skills
- Passion for community building and parent support
- Accepting varied child-rearing practices and diverse lifestyles
- Commitment to racial equity and willingness to continue learning and growing

Experience

- Two or more years of experience facilitating groups or classes for adults or equivalent experience.
- Two or more years of education or professional experience with adolescent development and mental health, parent needs, and support resources.
- Experience with inclusive facilitation (e.g., therapy group, support group, information group, teaching).

Requirements

- Reliable access to video and sound on a computer is required.
- All contractors must complete a background check.
- We require all contract Group Leaders to be fully vaccinated against COVID-19.

About PAT Groups

The PEPS Program for Parents of Adolescents and Teens (PAT) offers education and peer support for parents of adolescents between 10 to 19 years old.

There are two meeting models offered: a 9-week series covers a range of parenting topics, and a 4-week series is based on a particular topic or theme. Both are offered in the daytime or evening.

Each week, Group Leaders guide families in sharing their parenting experiences and discuss evidence-based information on a topic essential to adolescent development. Sessions also include parents participating in activities such as role-playing and breakout groups to facilitate information understanding, skill development, and social connections with one another. The emphasis of this program is on sharing information and mutual support in a community of parents to help develop confidence in their parenting abilities during a challenging developmental period.

Training and Ongoing Support

PEPS provides extensive training for all new PAT Group Leaders that includes a combination of online modules and a session with a trainer. PAT Leaders can also attend a 60-minute, biweekly virtual meeting for ongoing facilitation support and to share discussions, solve challenges, and receive feedback and support from other PAT Leaders.

Time Commitment

PAT Group Leaders are asked to lead daytime and evening groups virtually, with the possibility of leading in person in future months. The contract will be renewed quarterly, dependent on the performance and availability of groups.

The expected time commitment is 3-5 hours each week there is a meeting; including meeting prep, 2-hour meeting time, communication with participants and staff, submitting reports, attending training, and support and supervision meetings. PAT Group Leaders typically lead about 1-2 groups per quarter, with additional groups possible depending on availability.

Compensation

- PAT Group Leaders are paid at a flat rate that accounts for estimated hours spent leading groups, preparation, attending meetings, and outreach. Compensation ranges from \$30-\$40 per hour, depending on experience, group format, and length.
- Additional hours may be offered for occasional workshops, events, and community outreach.
- One-time reimbursement for virtual group facilitation on Zoom.

Commitment to Equity

We believe all families should have access to a healthy, supported start in life. Knowing that race and ethnicity continue to predict the future life chances of children in our state, we are committed to working with families, partner organizations, and communities to identify barriers to parent support and wellness, interrupt their negative impact, and eliminate the persistent disparities in child outcomes.

PEPS values and celebrates the strengths that diversity brings to the workplace and is committed to advancing equity through our work. Cultivating a diverse and inclusive staff is one of our priorities.

Black, Indigenous, People of Color, and others with underrepresented identities (including, but not limited to gender identity, class, socioeconomic status, sexual orientation, age, ability, and background) are strongly and sincerely encouraged to apply. PEPS is an Equal Opportunity Employer.

For various reasons, PEPS is not equipped to monitor immunization or health records. PEPS cannot guarantee that all families have been vaccinated. However, PEPS strongly encourages and recommends our participants and leaders be vaccinated before participating in, leading, or visiting a PEPS Group.

To Apply

Please send a resume, cover letter, and three references that can speak to your experience as a facilitator and/or working with parents and adolescents to jobs@peps.org.

Please also indicate:

- How many PAT Groups you are interested in leading per quarter and during the daytime or evening
- Which quarter(s) you are available to lead
- Which pronouns you use so we may address you correctly

Electronic submissions only, please.