

# Job Opportunity

## Learning & Development Facilitator

**ORGANIZATIONAL SUMMARY:** The mission of the department of Mental Health Law and Policy (MHLP) is to promote the health and quality of life of people with mental and substance use disorders by creating, evaluating, disseminating and translating state-of-the art knowledge to support effective practice across behavioral health and criminal justice systems. The Child Welfare Training Consortium operates within MHLP in the College of Community and Behavioral Sciences. The Training Consortium provides child welfare training throughout many areas of Florida.

**POSITION SUMMARY:** This **full-time position** will serve as one of the Coaching and Competency Program team trainers for the Trainer Coaching and Competency Program to train and evaluate child welfare Pre-Service trainers in Florida. This position will work towards the implementation and ongoing education of a statewide "Train the Trainer" program to provide instruction, coaching and evaluation of Pre-Service trainers in the state.

### **POSITION QUALIFICATIONS:**

**MINIMUM:** This position requires a Bachelor's degree in Communication, Education, Adult Education or equivalent with one year of experience in a professional training position; or a Master's degree in the same field. Certain grants and programs may also have specific education and/or certification requirements specific to the subject matter are of program.

**PREFERRED:** A Master's degree in Communication, Education, Adult Education, or related field may substitute for 1 year of the required experience. Master's Degree and/or 2 years of experience training Child Welfare Pre-Service Training in Florida. A background of Pre-Service training with the current child welfare standardized Pre-Service curricula in Florida. Experience with curricula/workshop development. Child Welfare Professional Certification preferred. Aptitude and skill with WORD, Power Point, Excel and FSFN (Florida Safe Families Network) training.

### **Special Skills/Training:**

- Experience as a Pre-Service trainer with Florida's current standardized Pre-Service curricula.
- Knowledge of statewide Children and Families Operating Procedures.
- Experience with the application of strategies specific to the use of Learning Theory.
- Comprehension and ability to develop and facilitate active and skill-based training materials and content.
- Familiarity with FSFN (Florida Safe Families Network) training.
- Coaching and mentoring experience specific to child welfare.
- Use and expertise with WORD, POWER POINT, and EXCEL programs.
- Use of projectors and/or other media/technology based methods for training delivery.

**Hiring Salary/Salary Range:** \$55,000 - \$60,000

**Job Opening Number:** 15889

This position is subject to a Level 2 criminal background check.

This position is 100% grant funded/ Time Limited.

USF is an equal opportunity, affirmative action, equal access institution. Applicants needing reasonable accommodation to participate in the application process should contact USFCareersHelp@admin.usf.edu or (813) 974-2970.

**We would like to invite you to visit our careers site to complete your application.**

### **DIRECTIONS:**

1. Select this link to access the job posting: <https://goo.gl/pYT5xR> or visit <https://goo.gl/kbVO55> and search Job ID# 15889.
2. Sign In to access your account or if you are not an existing user select the New User link to create one.
3. Review the job description and select the Apply button to begin your application.