



the national network
for young people
in foster care

Position: Training and Education Curriculum Specialist

Responsible to: Training and Education Program Manager, Ashley Foster-French

Compensation: Pay Grade: Specialist- D; \$40,000 to \$60,000, DOQ; Exempt; Full-time; Generous Paid Time Off; Dental; Medical available after July 1, 2019

Start date: ASAP

The FosterClub mission is to lead the efforts of young people in and from foster care to become connected, educated, inspired and represented so they can realize their personal potential and contribute to a better life for their peers. We believe that young people in and from foster care deserve to be:

CONNECTED

to a peer support network and to people in the community who care

EDUCATED

about their rights, the foster care system works, self-advocacy strategies, and how to locate resources to help them succeed

INSPIRED

and empowered through the stories of people who have succeeded after foster care

REPRESENTED

by having their voices heard by policy makers, the public, and others who influence the system that profoundly impacts their lives

We believe Experience = Expertise.

Being placed in foster care can be a difficult experience for a young person. FosterClub is dedicated to providing a peer support network for children and youth in foster care. Further, we believe that the experiences young people have in foster care place them in a position to effect change within the system, inform and motivate their peers, build public awareness and create public will for improved care for abused and neglected children.

FosterClub is about providing youth a voice within the system that so heavily impacts their lives. Whether advocating on their own behalf, in concern for siblings or family members or speaking out on behalf of their 400,000 peers currently in the system; the FosterClub websites, publications, and events provide a youth-friendly network, which helps the voices of young people to be heard.

Founded in 1999 by a foster mother, FosterClub incorporated as a non-profit organization in 2000. Currently, FosterClub is the national network for young people in foster care, serving over 5,000 foster youth across the United States each year. Headquartered in Seaside, Oregon; FosterClub can be visited online at fosterclub.org

As a member of FosterClub team, you will play an integral part in our organization. Reporting to and in partnership with the Training and Education Program Manager, the Training and Education Program Coordinator, the Curriculum Specialist will expand FosterClubs' portfolio of training materials, including our strength-based, trauma-informed *Foster Parent Online Training* modules, our evidence-based *SPARK Curriculum Facilitator's Guides*, and educational materials for young people experiencing foster care and the adults who support them.



Position Summary

FosterClub develops and delivers innovative strength based, trauma-informed curriculum to foster parents and youth who experience care. As a member of our Training and Education Team, the Curriculum Specialist will expand FosterClubs' portfolio of training materials, including our strength-based, trauma-informed *Foster Parent Online Training* modules, our *SPARK Curriculum Facilitator's Guides*, and educational materials for young people experiencing foster care and the adults who support them. ***This position will require the production of a high volume of high-quality training materials.***

Essential Functions

- Develop and refine FosterClub's training content that consistently conveys the youth-friendly, FosterClub voice.
- Develop audience specific, live trainings designed to be facilitated by FosterClub Young Leaders. Live trainings may be presented to foster youth, child welfare professionals, foster parents, mentors, and caregivers.
- Create multimedia, web-based content
- Assist in the development and delivery of online webinars and training.
- Creation of content for print materials
- Support marketing and distribution of training materials
- Work with research partners to assist in the development and delivery of evaluation and fidelity measures.
- Keep abreast of current trends and research in youth development, child welfare practices, and critical pedagogy
- Supports Young Leaders and Peer Specialists who present curriculum and training materials.
- Integrates feedback from with Young Leaders and constituents into development and review of training materials; gives special attention to feedback from youth impacted by the structural inequity and implicit biases of the child welfare system (i.e. LGBTQ+ youth, youth of color, tribal youth and immigrant youth)
- Support *AllStar* activities during internship season
- Works collaboratively to reduce racial and gendered outcome disparities for youth and families engaged in the child welfare system
- "Other duties as assigned - *Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice*"

Required Skills and Experience

- Master's degree in Education or related field
- At least 2 years of experience developing instructional material, coordinating implementation, and assessing effectiveness
- Excellent communication skills - A strong writer, compelling presenter, and responsive communicator
- Experience "training trainers"
- Experience working with young people
- Orientation towards positive youth engagement
- Demonstrable Social Justice understanding and commitments
- Or any combination of skills and experience that demonstrates ability to fulfill essential functions of this job



Competencies

- Able to identify and proactively maximize opportunities to elevate youth perspective and advance FosterClub's mission
- Able to translate complex ideas into youth-friendly language, while also conveying youth perspective
- Able to be high functioning and flexible in a non-traditional, fast-paced work environment
- Able to stick to and meet deadlines
- Able to work collaboratively with a diverse team of staff and young leaders, especially youth of color and youth who may identify as LGBTQ+, or otherwise gender-nonconforming; demonstrated commitment to reducing the impacts of structural and interpersonal forms of racism, homophobia and related oppressions. The ability to communicate in two or more languages is strongly preferred
- Able to authentically connect with youth and young adults
- Able to articulate an intersectional understanding of how race, gender, class and other categories of difference impact system involved youth

Additionally, we would like to see:

- Experience developing and delivering web-based content, such as online classes and webinar
- Understanding of Critical Pedagogy
- Lived experience with foster care, such as an alumni of the system

Physical Demands

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. While performing the duties of this job, the employee is regularly required to:

- Sitting at desk Keyboarding 60% of the time
- Occasional lifting <35lbs
- Climb one flight of stairs for staff meetings 2x's per week.

Position Type/Expected Hours of Work

- Regular office hours Monday - Friday 8:00am - 5:00pm, willing to discuss and accommodate slight adjustments
- Occasional evening meetings and weekend events
- Traveling overnight for staff retreats and developmental training opportunities
- Travel to program sites as needed; Occasional travel to Portland and surrounding areas
- Up to 50% of time spent traveling or otherwise out of the office
- May consider remote working arrangement

EEO Statement

FosterClub is committed to building a more diverse, accessible, and fully inclusive work environment. We strive to be a workplace where people of color, LGBTQ+, and those with non-traditional career trajectories can thrive. As an Equal Opportunity Employer we are also committed to upholding applicable federal, state, and local laws and regulations prohibiting unlawful discrimination in employment on the basis of age, ancestry, gender identity or expression, marital status, national origin, political ideology, race, religion, sexual orientation, veteran status, or the presence of a physical, cognitive, or sensory disability. People of color, LGBTQ+ folx, women and foster care alumni are urged to apply.



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To Apply:

- Please submit a Resume and Cover Letter to Ashley Foster-French - ashley@fosterclub.com
 - Due to limited resources FosterClub will only contact shortlisted employees
 - Any offer made will be conditional on receipt of two references (from your most recent employer and a character reference).
 - The successful applicant will be expected to undergo a background check prior to a final offer being made
 - **Start date:** ASAP
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