

## **CONTRACT POSITION: SKILLS GROUP FACILITATOR FOR TEENS WITH AN FASD**

Proof Alliance is the largest organization in the U.S. dedicated to preventing prenatal alcohol exposure and improving outcomes for people impacted by fetal alcohol spectrum disorders (FASD). We use a systems approach to build alliances with partners in the education, research, legal/judicial, health care, legislative and social service industries. Together, we advocate for greater funding of services, further development of awareness and an FASD-informed future.

If your career path or experience is focused on supporting and empowering youth, this role is a valuable opportunity to gain experience working with youth with fetal alcohol spectrum disorders (FASD), which impacts as many as 1 in 20 children in the U.S. The goal of Proof Alliance youth programs is to foster healthy peer relationships, enhance social and emotional skills, decision-making and daily living skills.

This contracted role will work directly with the Youth and Family department staff to implement outcome-driven, specialized programs for youth.

**WORK STATUS:** Part-Time Contracted Position | November 2025- June 2026

### **PRIMARY DUTIES AND RESPONSIBILITIES:**

- Facilitate monthly skills group for high school-age youth with fetal alcohol spectrum disorders (FASD).
  - Monthly groups are 1.5 hours and located in-person in St. Paul at the Proof Alliance office.
  - The Program Manager will provide support in planning monthly skills lessons.
  - One additional adult (staff or volunteer) assists with supervision during groups
  - Build rapport with youth, foster healthy peer connections, model effective communication and provide effective supervision during in-person activities
- Participate in required FASD training and behavior strategies, youth protection plan policies, background check and program onboarding
- Track attendance and complete required documentation

### **QUALIFICATIONS:**

- Experience leading/facilitating groups or activities for youth with an FASD and/or intellectual or developmental disabilities in a recreational, educational, or camp setting strongly preferred
- Enthusiasm for working with youth of all abilities and backgrounds
- Strong interpersonal, problem-solving, and conflict-resolution skills
- Ability to work the second Saturday of each month in St. Paul, MN
- Have good written and excellent verbal communication skills
- Proven ability to work within established systems and take direction
- Successful completion of background check and safety policy procedures

**CONTRACT COMPENSATION:**

Contract timeframe: November 2025- June 2026 (8mo)

- Monthly group facilitation rate \$50/hour x 2.5 hours (\$125) x 8 months= \$1000
  - 2 hours per month prep and planning rate \$50/hour x 8 months= \$400
- Onboarding and training 3 hours x \$50/hour= \$150

Total contract= \$1550

**ADDITIONAL INFORMATION:** As a contractor, this position is not eligible for the Proof Alliance benefits package.

Proof Alliance is an equal opportunity employer and values a diverse and inclusive work environment. The selected candidate will need to pass a background check for violent offences and offences against vulnerable populations. Legal authorization to work in the United States, including providing required valid documents for Employment Eligibility Verification (I-9 form).

**HOW TO APPLY:** Please email the following information to [youthandfamily@proofalliance.org](mailto:youthandfamily@proofalliance.org) with email subject line “*Group Facilitator*” by October 15, 2025

Candidates with incomplete packages may not be considered.

1. Your resume
2. Your cover letter telling us:
  - Why you are interested in this position
  - How you believe you meet the qualifications