**CHILD ASSAULT PREVENTION (CAP) PROJECT**

**ELEMENTARY ABUSE PREVENTION WORKSHOP**

**WORKSHOP FACILITATOR JOB DESCRIPTION**

The Child Assault Prevention (CAP) Project is a non-profit corporation organized solely for the purpose of reducing children’s vulnerability to assault, bullying, neglect and physical/sexual abuse through public education. CAP teaches children how to recognize and ward off abuse and assault so they don’t become victims. The CAP program is presented with an empowerment philosophy in mind and a belief that all children have the right to grow up SAFE, STRONG and FREE from assault and abuse.

**General Functions** - The CAP Workshop Facilitator is directly responsible to the Executive Director. The Workshop Facilitator works with other CAP staff and the volunteers in a mutually supportive and cooperative way for the smooth operation of the CAP Project.

**Responsibilities** - The primary responsibility of the Workshop Facilitator is to present CAP workshops to 2nd, 4th and 6th grade children; work with the Executive Director, staff and volunteers to coordinate workshop presentations; maintain records and collect data regarding workshop presentations. These responsibilities will be completed through the following:

1. Presenting CAP workshops to preschoolers, elementary school children, children with special needs, adolescents and adults.
2. Working with volunteers to present CAP workshops.
3. Attending staff meetings and conferences as required.
4. Participate in fundraising and public awareness events as required.
5. Other office and workshop-related duties as assigned by the Executive Director.

**Qualifications**

1. Belief in the rights of all people, including children.
2. Ability to advocate for children as a mandated reporter.
3. Ability to give public presentations comfortably.
4. Child Development education and/or experience working with children.
5. Ability to work independently, take initiative, and be responsible for completing tasks within a time-frame and meet deadlines.
6. Excellent communication and class management skills.
7. Ability to pass FBI fingerprint and background check.

**Hours**

The position is year round, part-time with a maximum of 10-20 hours/week. Hours will vary - FLEXIBILITY IS ESSENTIAL. Some evening availability required.