



FACILITATOR JOB DESCRIPTION

POSITION TITLE: Facilitator Intern

REPORTS TO: Executive Director

POSITION DESCRIPTION: Bridge Builders Alabama is a leadership program that works with 11th and 12th grade students to develop their leadership and communication skills. As part of our program, our students connect with other youth from across the River Region during summer Leadership Conferences. This position is an internship with the candidate serving as a trained facilitator in Bridge Builders Alabama summer conferences. The intern will be responsible for leading and/or co-facilitating groups of 15-25 (numbers may vary) adolescent youth through experiential learning activities and discussions focused on leadership, diversity, and community action.

INTERNSHIP HOUR REQUIREMENTS: The intern will facilitate Bridge Builders Alabama conference activities and supervise their assigned groups during the summer conferences. The duration of work will include staff training, the Junior Conference, and Senior Conference. Hours will vary week to week, but the required dates of attendance are listed below. Interns are required to stay during hours of operation for each conference and will only be allowed exceptions through the approval of the Executive Director.

MANDATORY DATES OF ATTENDANCE

- June 7-9 , 2021 (Junior Conference)
- June 21-23, 2021 (Senior Conference)

BENEFITS: Facilitators benefits include professional training in facilitation and experiential learning education, college credit at qualifying universities, letters of recommendation upon request, and the opportunity to work with a dedicated team of staff to create a positive change in our community.

ESSENTIAL QUALIFICATIONS AND REQUIREMENTS:

1. Must have completed your first year of college or equivalent professional school/training.
2. Must be available to attend conference during the mandatory dates of attendance; must have access to reliable transportation (public or private) that will allow you to both attend and arrive on time to conference dates and meeting locations.

3. Must complete the mandatory background check and drug screen before offer and prior to mandatory dates of attendance.
4. Must be available for an on-site interview with staff members.
5. Be committed to Bridge Builders Alabama and its mission/values.
6. Possess high-energy, enthusiasm, and strong initiative.
7. Be able to speak comfortably and effectively in front of large and/or small groups.
8. Have a genuine interest, knowledge, and passion for working with a diverse population of adolescent youth, college students, and adults.
9. Value diversity and seek out opportunities to interact and learn in diverse settings; ability to work in a diverse team.
10. Experience and/or interest in experiential/adventure education.
11. Exhibit strong professionalism at all times as well as a strong commitment to lifelong learning.
12. Strength in developing and maintaining positive working relationships where open communication exists with Bridge Builders Alabama staff, other facilitators and Dream Team, and students.
13. Exhibit professional behavior with staff, other interns, and conference participants.
14. Maintain professional boundaries with staff, other interns, and conference participants as outlined in but not limited to the Bridge Builders Alabama Code of Conduct. Violation of boundaries with students, interns, or staff members will result in immediate discipline up to and including termination from the position. Those terminated from the position do not qualify to receive the position benefits.
15. Perform other reasonable duties as assigned by the Executive Director.

PHYSICAL DEMANDS:

1. Intern will regularly participate in high-energy activities that require running, stooping, walking for extended periods of time, etc.
2. While performing the duties of this position, the intern is regularly required to walk, talk, see, and hear.
3. Specific vision abilities required by this job include close vision and the ability to adjust focus.
4. Requires ordinary ambulatory skills sufficient to visit departments at Bridge Builders Alabama activities and meetings.
5. The intern is frequently require to stand; walk; use hands and fingers to operate, handle, or feels objects, tools, or controls; and reach with hands and arms.
6. The intern must occasionally lift and/or move up to 30 pounds unassisted and 75 pounds assisted.

SERVICE ENVIRONMENT: Approximately 90% of the time is spent outside in the summer heat and humidity while engaged in high-energy activities. Outdoor activities continue in the rain and are only oved inside if lightning and/or thunder accompany the rain. Interns are frequently required to walk long distances and stand outside in the summer heat and humidity. The noise level can become quite high when working with and/or around a large group of adolescent

