

## **SPFE Professional Development Facilitator**

Saint Paul Federation of Educators (SPFE) is a union of teachers and educational support professionals that is a national leader in innovative, social justice unionism. SPFE is affiliated with Education Minnesota, the American Federation of Teachers, and the National Education Association and represents 3500+ licensed employees, educational assistants (EA), and school and community service professionals (SCSP) in over 60 schools and educational programs in the St. Paul Public School District.

**The Saint Paul Federation of Educators is seeking Professional Development Facilitators for our Schools, Family, and Community course.** The primary function of this course is to help school staff build better partnerships between home and the community, with the intended result being student success. In the course, participants will define parental engagement and become familiar with effective strategies for two-way communication between school and home, particularly across culture and race. Participants will also learn tips for supporting strong home learning environments, apply research based approaches to increase attendance and identify practices for fostering resiliency in students.

SPFE believes that the most relevant and effective professional development is led by other educators. Moreover, educator-driven professional development encourages a climate of constant learning and growth in our schools and in our union. Because of this, SPFE is proud to offer professional development that is research-based and entirely created and delivered by educators.

### **Duties and Responsibilities:**

SPFE Facilitators are Responsible for:

- Completing all necessary facilitator training. For Schools, Family, and Community this includes: National Training through the American Federation of Teachers and Delivering Effective Professional Development.
- Preparing content and materials in advance,
- Working collaboratively with the PD Coordinator and other facilitators,
- Working with the SPFE office secretary to check class participants membership status and communicating with participants who are not eligible for free courses,
- Communicating any course changes to participants and SPFE office staff,
- Completing course paperwork at the end of a course;
- Participating in Peer Observation, and
- Other duties as outlined in the SPFE Facilitator Handbook.

### **Qualifications:**

- Must be a SPFE member in good standing;
- Must be grounded in and able to demonstrate strong equity lens;
- Effective oral and written communication skills;
- Ability to work with diverse populations, personalities and viewpoints;
- Experience facilitating preferred;
- Skilled at culturally proficient practices preferred.

This position requires a minimum of a two year commitment to facilitating this course at least 3-4 times. Facilitators are paid \$40/hour of facilitation and preparation time (up to four hours of preparation time for each time the course is offered).

If you are interested in applying for this position, please email your resume to [leah@spfe28.org](mailto:leah@spfe28.org) and fill out the application at this link: <https://forms.gle/26tJ4UPshvov14376>

Applications are due June 4, 2021.