



Agency: Gwen's Girls, Inc.

Position: Group Facilitator (Part-time)

Location: Northside, Penn Hills and Clairton

Hours: 20-24 hours per week

Requirements: Level I - High School diploma and a minimum of five years of experience; Level II - Bachelor's degree in Human Services, Social Work, Education or related field and a minimum of one year experience; and Level III – Master's degree Human Services, Social Work, Education or related field and a minimum of one year experience in working with at-risk children and families and facilitating groups. Strong problem solving, interpersonal relationship and communications skills necessary. Must demonstrate an understanding of and respect for the cultural diversity of clients, volunteers and staff throughout the provision of services.

Act 33 & 34 and FBI Clearances, good driving record, valid driver's license, reliable vehicle and proof of insurance per policy

Essential Functions: Assist with group activities; facilitates group sessions; ensure a safe environment for our clients and provides transportation support.

1. Creates a safe and productive environment for group work. Facilitates and Assists with the coordinating, planning and the implementing of group activities.
2. Assesses and documents individual and group behaviors in a timely manner.
3. Assists with transporting girls to and from programs and activities.
4. Works cooperatively with the care team to assess when additional support services are required.

Equal Opportunity Employer