

# ELLA BAKER TRAINER SERVICE OPPORTUNITY DESCRIPTION

## Summary

**Title:** Ella Baker Trainer

**Department/State Office:** Freedom Schools

**Campaign Start Date:** 05/17/2021

**Campaign End Date:** 07/30/2021

**Contractual Period:** September 2021 – October 2022

## Description

**Position:** Ella Baker Trainer

**Reports to:** Director of Ella Baker Leadership Development

### Organization Overview

The Children's Defense Fund (CDF) envisions a nation where marginalized children flourish, leaders prioritize their well-being and communities wield the power to ensure they thrive. CDF's Leave No Child Behind® mission is to ensure every child a *Healthy Start, a Head Start, a Fair Start, a Safe Start* and a *Moral Start* in life and successful passage to adulthood with the help of caring families and communities.

We serve and advocate for the largest, most diverse generation in America: the 74 million children and youth under the age of 18 and 30 million young adults under the age of 25, with particular attention to those living in poverty and communities of color. CDF partners with policymakers, aligned organizations and funders in this service. The Children's Defense Fund is the only national, multi-issue advocacy organization working at the intersection of child well-being and racial justice by wielding the moral authority of programmatic proximity and community organizing to inform public policy. For more information visit [www.childrensdefense.org](http://www.childrensdefense.org).

### Position Summary

Each year, exceptional Servant Leader Interns are selected to serve as Ella Baker Trainers (EBTs). EBTs serve as an extension of the national CDF Freedom Schools staff, and their main responsibilities entail leading and supporting the Ella Baker Child Policy Training Institutes, providing technical support for sponsor organizations and training program staff on the implementation of key program components. EBTs are a diverse cohort of adults, dedicated to training the program staff who work in CDF Freedom Schools sites across the nation and serving as representatives of the Children's Defense Fund's mission to Leave No Child Behind®!

EBTs serve as pillars of the CDF Freedom Schools movement and help build the next generation of child advocates and community leaders as they embark on their journeys with the CDF Freedom Schools program. EBTs can train in the CDF Freedom Schools program officially for three years, but many commit a lifetime of service to the movement and their communities.

### Responsibilities

Working under the supervision of the Director of Ella Baker Leadership, an Ella Baker Trainer will:

- Attend all required preparatory trainings, webinars, and conference calls for the Ella Baker Trainer service opportunity.
- Attend and carry out assigned duties, activities, and workshops for the required *CDF Freedom Schools* trainings and meetings.
- Train Servant Leader Interns and local *CDF Freedom Schools* staff on the delivery of the Integrated Reading Curriculum and other key components of the *CDF Freedom Schools* program.
- Provide technical assistance to sites as requested by the Director of Ella Baker Leadership Development.

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- Collaborate with the national *CDF Freedom Schools* staff to establish, maintain, and facilitate supportive and structured training content and environments for local *CDF Freedom Schools* sites.
- Participate in site visit evaluations upon request from the Director of Ella Baker Leadership Development or other *CDF Freedom Schools* national staff.
- Ensure the appropriate use and fidelity of the *CDF Freedom Schools* model curriculum in alignment with the *CDF Freedom Schools* standards and expectations.
- Serve as an extension of the *CDF Freedom Schools* national staff and an advocate for the Leave No Child Behind movement.
- Adhere to policies that address travel, decorum, dress codes, loyalty, responsibilities, use of trademark, etc.
- Other duties as assigned.

### **Education and/or Experience**

- Acquire two (2) years of experience within the *CDF Freedom Schools* program.
- Minimum – pursuing or obtained bachelor's degree.
- Must have completed at least one year of college in good academic standing (current students).
- Experience working in an educational, social service, or family support service setting.
- Experience with child development and effective parenting techniques
- Experience working with families that have diverse cultures and economic backgrounds.

### **Preferred Qualifications**

- Preferred – Bachelor's or master's degree in education or related field.
- Proven success in program development, training, and family/community engagement

### **Competencies**

- Excellent written and verbal communication skills
- Virtual instruction experience
- Ability to interpret policy, procedures, and data; coordinate events; maintain emotional control under stress.
- Availability to work some evening hours as needs for special projects, programming, and team meetings.
- Strong interpersonal and adaptability skills to meet the needs of sponsor organizations.
- Relationship and consensus building with diverse stakeholders.
- A well-organized individual with high ethical standards
- A self-directed individual who is an independent thinker and a team player
- Demonstrated ability to motivate others and work as part of an intergenerational team.
- Demonstrated ability to facilitate large group sessions and workshops.

### **Personal Characteristics**

- Orientation to and background of servant leadership
- Passion for CDF's mission and purpose and ability to communicate this passion to others.
- Ability to serve as an advocate and exemplar for the vision, values, and mission of the Children's Defense Fund Freedom Schools program.
- Commitment to the character, humility, integrity, honesty, and servant leadership ethics of Ella Josephine Baker.
- Exhibit responsible behavior and a positive attitude; model a mature and professional demeanor.
- Must have a strong appreciation and understanding of individual cultural history and the willingness to be open and respectful of all cultures.

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### **Additional Comments**

This position opened on Monday, May 17, 2021 and will close July 30, 2021. Consideration will be given to qualified candidates on an ongoing basis until the position is filled. All inquiries will remain confidential until establishment of mutual, serious interest and provision of references for review. Ella Baker Trainers are selected as independent contractors for the *CDF Freedom Schools* program and receive a contractual fee after successful completion of services.

To apply for this vital leadership role, retrieve instructions and materials on the Children's Defense Fund website here: <https://www.tfaforms.com/4903832> Questions regarding the service opportunity or position description should be sent to Shaquité Pegues, Director of Ella Baker Leadership, at [spegues@childrensdefense.org](mailto:spegues@childrensdefense.org).

The Children's Defense Fund is an Equal Opportunity Employer

*Note: Nothing in this job description restricts management's right to assign or reassign duties and responsibilities to this job at any time. This job description is not designed to cover or contain a comprehensive listing of all activities, duties or responsibilities that are required of the employee.*