



Greater Peninsula  
**C.A.R.E.S.**  
Foundation, Inc.

## **Employment Opportunity**

### **AFTER SCHOOL PROGRAM - FAMILY AND COMMUNITY ENGAGEMENT FACILITATOR**

#### **POSITION INFORMATION**

<b>Location:</b>	<b>Five School Sites</b>
<b>Employment Period</b>	<b>10 months</b>
<b>Employment Status</b>	<b>Part-time</b>
<b>Start Date:</b>	<b>2025/2026 school year</b>
<b>Salary:</b>	<b>\$40,000</b>

#### **BASIC FUNCTION:**

Under the direct supervision of the Greater Peninsula C.A.R.E.S. Tutoring Program Administrator, work to facilitate strong partnerships between the program, families and the community to increase involvement in student success.

#### **DUTIES AND RESPONSIBILITIES:**

- Establish and maintain strong connections with families, students, staff, and community partners.
- Plan, promote and deliver successful family events, workshops, or activities to promote family/community engagement.
- Provide information and resources to families to promote academic, social, emotional, and physical well-being.
- Promote participation of students, staff, parents and volunteers.
- Gather and maintain family engagement participation data for evaluation efforts

- Promote a culture of inclusivity and collaboration, grounded in integrity, responsibility, innovation, excellence and professionalism
- Evaluate and report effectiveness and educational impact of program and activities across stakeholder groups.

**JOB REQUIREMENTS:**

- Bachelor's Degree in Education, Social Work, Psychology, Counseling, or a related field preferred.
- Prior experience in family engagement, community outreach, social services, or working with families and children in educational settings.
- Ability to build rapport and communicate effectively with staff, families, students, and community partners..
- Familiarity with community-based services and support agencies, including social, health, and educational programs.
- : Willingness to work flexible hours and occasional Saturdays, to accommodate family schedules and program events.

**TO APPLY:**

**Interested candidates should submit a resume and cover letter detailing their qualifications and experience to [execdirector@gpcares.org](mailto:execdirector@gpcares.org).**

**Greater Peninsula C.A.R.E.S. Foundation, Inc. Tutoring Program is an Equal Opportunity Employer. The program is committed to ensuring a diverse and inclusive environment for all staff and students is established.**

