

Community & Organisational Development

Introduction

RespectEd Aotearoa is a charitable trust that works to support social and behavioural change to reach its vision of Aotearoa free from sexual harm and promote healthy relationships.

RespectEd Aotearoa is seeking an enthusiastic senior trainer to join our Community & Organisation Development team on a casual contract or full-time basis. The Senior trainer – Community & Organisational Development will deliver RespectEd Aotearoa's education programmes and community mobilisation initiatives across the country, and report to a Programme Manager based in Wellington. Applicants will be subject to a New Zealand Police check.

RespectEd Aotearoa actively seeks a diverse applicant pool, with a variety of life experiences. An understanding of Te Āo Māori and Te Tiriti o Waitangi is particularly valuable.

Programme Delivery

- Coordinate and deliver community development and professional development programmes
- Prepare programme content and resources
- Debrief on all programmes with co-facilitator, other staff and external groups as appropriate
- Deliver programmes according to the goals, priorities, principles, values of RespectEd Aotearoa
- Deliver Train-the-Trainer programmes

Maintain relationships with key partners and clients

- Maintain collaborative relationships with key community partners, including but not limited to:
 - Businesses, police, non-profit/charity sector agencies, community groups

Contribute to the organisation as a whole

- Attend meetings with the Programme Manager - Community & Organisational Development as required
- Promote RespectEd Aotearoa prevention projects and RespectEd Aotearoa's aims and objectives
- Networking and profile-building for RespectEd Aotearoa
- Undertake professional development as required
- Understand professional boundaries and ethics
- Public awareness raising activities
- Any other tasks as agreed with the Programme Manager – Community & Organisational Development in accordance with RespectEd Aotearoa's strategic objectives
- Act in accordance with RespectEd Aotearoa's policies, procedures and code of conduct

Person Specification

Job-specific skills and experience

Community & Organisational Development

- Excellent analysis of sexual violence and/or family violence (gender-based violence) and healthy relationship dynamics
- Excellent written communication skills, with strengths in succinct plain English writing and an ability to adapt communication style for a wide range of audiences
- Good knowledge of healthy relationship dynamics
- Strong gender analysis, understanding of experiences of LGBTQIA* people, knowledge of diversity and inclusion, and social cohesion matters
- Commitment to the principles of Te Tiriti o Waitangi
- Ability to work cross-culturally
- Self-motivated and able to take initiative and work independently and deliver to deadlines
- Experience working with community organisations, NGO sector & community development
- Confident user of Microsoft office suite
- Full clean NZ driver's license within six months of starting the role.
- Qualification in adult education, psychology, social work, health promotion, public health, or related areas
- Skills to facilitate group discussions with people of diverse ages, cultures and backgrounds
- Demonstrable experience of working collaboratively across a range of agencies

Personal

- Open, honest communicator
- Ethical, reliable and conscientious
- Self-motivated, adaptable and able to take initiative
- Good personal awareness, stress-management skills and self-care
- Commitment to social justice
- Collegial and co-operative working style
- A willingness to challenge own comfort zone, learn from others and challenge own previously held beliefs and behaviours
- Team-player

Name..... Date.....

Signed.....