



## **RealOptions Obria Medical Clinics Fixed Term Educator Job Description**

**Objectives:** Under the direct supervision of the Director of Education (DOE) and indirect supervision of the Senior Director of Community Outreach (SDCO), the **Educator** will present and facilitate the Prevention Education Program, **RealTalk**, and represent RealOptions to schools, youth groups, churches, detention centers, college groups, and other community organizations.

**Reports to:** Director of Education (DOE)

### **Qualifications:**

- Demonstrates strong communication, organizational, computer, and administrative skills.
- Possesses excellent interpersonal and presentation skills.
- Enjoys working both independently and on a team; has a bold spirit and faith level to overcome cultural intimidation and to accomplish positive conflict resolution.
- Agrees with RealOptions' Statement of Principle and Purpose.
- Has a sincere desire to engage with and educate women, men, students, and families in our community that would benefit from RealTalk Education, our clinic services, and our reproductive loss healing programs.

### **Preferred:**

- Bachelor's degree or some college-level classes in communication or leadership or related work experience in a teaching or counseling
- Bilingual in English and Spanish

### **Major Responsibilities:**

#### **Provide Prevention Education Presentations**

The Educator has the responsibility of teaching the Prevention Education curriculum of RealOptions Obria Medical Clinics to public, private, and charter school students and various youth groups and churches in Santa Clara and Alameda counties.

### **Deliverables:**

Presentations will be assigned to the Educator as they are scheduled and confirmed by the DOE and the host.

Educator shall:

- Complete the 16 hour **RealTalk + REAL Essentials** certification training program for presentations.
- Complete the **Success Sequencing** online or in-person training for presentations.
- Complete any potential new curricula training as needed.
- Travel to the local office to retrieve presentation supplies prior to assignment; drive to assigned sites in Alameda and or Santa Clara counties.
- Arrive 30 minutes early to all presentation sites.
- Teach presentations to students per standard education department operating procedures.
- Debrief with Site Lead or DOE/Manager within 24 hours of completion of each day's presentation.
- Read and reply to all emails and attachments within 48 hours if a response is requested.
- All RealTalk presentation bookings will be emailed to the Educator via calendar invitation. Accept or decline via the YES or NO button within email invitation within 48 hours of receipt.
- Attend meetings as needed for Education or Community Outreach.
- Commit to 60 hours in site teaching or a one year commitment after initial training is completed.

### **Special Projects:**

#### **Project-based**

At the discretion of the DOE, on an as-needed basis, the Educator may assist the DOE with scope and sequence development. Additionally, projects may include: presentations to local community organizations and lead follow up to grow the reach of RealOptions Education in Bay Area counties.

#### **Grant-based**

At the discretion of the DOE, on an as-needed basis, the Educator may perform various implementation, research, and discovery tasks pertaining to relevant education grants and best practices. The Educator will attend all required grant meetings and abide by all best practices and Program Assurances laid out by the grant funding announcement.

- **Hours:** Daily hours vary by assignment. Term Educator hours have been laid out in the budget. It is the responsibility of the Educator and the DOE/Manager to ensure that hours are maintained within the agreed upon allotments.