

UCSB Program Co-facilitator and Coordinator (3)

This position serves as the point-person for *Thriving, Not Just Surviving*, a workshop series for survivors of interpersonal violence. They coordinate and co-lead the multi-week workshop series, correspond with interested participants and track logistics to make the workshop series run.

Opportunities to engage directly with participants will depend on quarterly participation numbers.

Responsibilities:

- Serve as a co-facilitator for *Thriving, Not Just Surviving*, a workshop series for survivors of interpersonal violence, which includes:
 - Leading check-in and check-out discussions at the beginning and end of each workshop.
 - Preparing the workshop space prior to each workshop.
 - Providing emotional support and resources to participants, including during times of distress (ie. anxiety/panic, triggered by content, etc.).
 - Advocating for the needs of participants.
 - Being mentally and emotionally present and available during workshops.
- Serve as an active resource for survivors and assist with connecting participants and community members to support services.
- Regularly correspond with participants and potential participants.
- Coordinate with the Chapter President and the Program Advisor to oversee the intake process and to determine if the resource is appropriate for an interested participant.
- Additional administrative tasks to ensure the implementation of impactful programming including, but not limited to: coordinating with local providers, purchasing materials, and reserving physical spaces.
- Lead and promote collaboration during weekly Thriving, Not Just Surviving Committee meetings.
- Collaborate directly with the other Program Coordinator and all Co-Facilitators.
- Partake in key decision-making processes to ensure services remain accessible, inclusive and trauma-informed.
- Support additional officer-led initiatives to promote community healing.
- Attend at least 75% of biweekly team and committee meetings, unless a scheduling conflict exists, in which case an alternative plan can be arranged.
- Maintain a high level of professionalism and represent *The Thriving Initiative* positively both within the organization and outwardly to the community.

Expectations:

We are looking for a passionate UCSB undergraduate student striving to be a part of the change they'd like to see in the community. We are looking for someone who is devoted to our mission to "inspire resilience in response to violence by promoting holistic community healing initiatives." We understand there are a lot of expectations for this position, if selected, you will

be thoroughly trained and prepared to take on each responsibility. We also offer continuous professional development and mentorship opportunities.

An ideal candidate should have:

- Superb organizational, written, and communication skills.
- Great attention to detail.
- Strong time management skills.
- Good excel and GoogleWorkspace skills or a willingness to learn.
- Strong interpersonal, and leadership skills.
- The ability to see the strength in others and help everyone feel included.
- Great collaborative problem-solving skills and a strong sense of commitment to the mission.
- Familiarity working with survivors is preferred but not required.
- An unparalleled passion and drive for supporting survivors of interpersonal violence (sexual assault, stalking, dating and domestic violence) on campus and promoting holistic healing at large.

Questions or looking for another way to get involved?

If you have any additional questions about our organization, the application process, or want to connect about the organization, please contact us at: apply@thethrivinginitiative.org.

For more information on The Thriving Initiative and our upcoming programs please visit our website at <https://www.thethrivinginitiative.org/> and follow us on social media ([@thrivinginitiative](#))!

Apply at: <https://forms.gle/sjQ1E23o217CBhU66>