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<th><strong>Job Title</strong></th>
<th>RISE! Facilitator- 2019-2020 School Year</th>
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<td><strong>Employer/ Agency</strong></td>
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| **Job Description** | The Women’s Resource of Greater Houston helps women and girls make choices toward becoming independent, productive, and financially stable. We fulfill our mission by offering classes that teach women and families about banking, saving, budgeting, credit management, and goal setting. We believe these valuable life lessons are best learned young and RISE! was created to address this need as early as possible in a young woman’s life.  

**RISE!** (Your Road to Independence, Success and Empowerment) is a four year program that helps high school girls realize their potential, identify their personal values, manage personal finances, recognize their leadership skills and plan for their future goals. It is the only program in Houston for high school girls that combines the life skills training necessary for leadership and professional success with the financial education that is critical for personal success.  

**Duties include, but are not limited to:**  
- Discuss openly with The Women’s Resource RISE! Program Manager and other facilitators, any problems, solutions, and improvements for an optimal RISE! experience  
- Be at your assigned school at least 30 minute early each week  
- Ensure quality of the class(s) you are facilitating by encouraging attendance, engaging participants in each lesson and addressing any problems as they arise  
- Follow RISE! curriculum as presented in the facilitator notebook  
- Show an interest in and get to know each participant  
- Submit data, including attendance within 24 hours of each class  
- Review required forms with RISE! participants and ensure they are turned in to the RISE! Coordinator in a timely manner  
- Observe other RISE! Facilitators during the semester  

| **Qualifications** | Must enjoy working with high school girls. Prior experience working with teens is a plus  
|-------------------|---------------------------------------------------------------|  
|                   | The ability to demonstrate patience, professionalism, and tact in interpersonal communication  
|                   | Excellent organizational, verbal, written, and interpersonal communication skills  
|                   | Positive attitude, sense of humor, patience, character and integrity  
|                   | Flexible and able to adjust schedule and lessons as needed |
Dependability and accountability are a must
Ability to recognize strengths in individuals and systems, and motivate others
Must have reliable transportation
Open to female undergraduate juniors and seniors, graduate students, post graduates and/or females who are mid-career
References are required, along with a background check
Bilingual (Spanish speaking) is a plus

Salary/Hours
Approximately $1,000 per semester, paid as a weekly stipend.
5-6 hours preparation, classroom time, follow-up and travel time per week.

Employer/Agency
The Women's Resource of Greater Houston

Address
730 N. Post Oak Rd., Suite 204

City, State, Zip
Houston, Texas 77024

Contact Person
Porschia Harris, MPA

Contact Title
RISE! Program Manager

Telephone Number
713-667-4493 ext. 115

Fax Number
713-622-2774

Email Address
pharris@thewomensresource.org

Application Method
Visit: https://www.thewomensresource.org/employment for application submission details.

Opening Date
Immediate, applications reviewed as received. Priority consideration given to applicants who submit their application by 7/05/19

To post a job opportunity or if your response to this job posting results in successful employment, please email the GCSW Office of Alumni and Career Services at mswjobs@central.uh.edu with the hiring details of your new job opportunity. Thank you.