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| **Job Title** | Male Engagement Coordinator | | |
| **Department** | Pre-K Initiatives | | |
| **Reports To** | Director of Family and Male Engagement | | |
| **Direct Reports** | N/A | | |
| **OT Status** | Non-Exempt | **Date Updated** | 10/15/2024 |

**POSITION SUMMARY**

The Male Engagement Coordinator is responsible for promoting the importance of engaging fathers and father figures in early childhood education settings, including preschools, Head Start, and childcare centers in Forsyth County.  The specialist will foster partnerships with community organizations such as fraternities, My Brother’s Keeper, sport organizations, faith-based groups, facilitating workshops and events to encourage family and male involvement in children’s education.  This role will also address Adverse Childhood Experiences (A.C.E.s) in the pre-K landscape through education, collaboration, and trauma-informed strategies. The coordinator will also support implementation of the Office of Head Start’s Parent, Family, and Community Engagement (P.F.C.E.) Framework15, Adverse Childhood Experiences (A.C.E.’s) program, and training in basic caregiving skills for first-time fathers in low-income communities

The ideal candidate builds community relationships, delivers engaging presentations, and advocates for male involvement in early childhood development.  This role reports to the Director of Family and Male Engagement at S.S.F.C.

**ESSENTIAL DUTIES AND RESPONSIBILITIES:**

1.  **Promote Male Engagement**

* Develop strategies to engage fathers in childcare settings.
* Serve as an advocate for male involvement by promoting its benefits at events and through local organizations.
* Organize male-focused activities that encourage active participation in children’s early development.

2. **Facilitate Workshops**

* Plan and conduct workshops for fathers, educators, and caregivers on parenting skills, A.C.E.s, and trauma-informed care.
* Ensure workshop content is culturally relevant and accessible to diverse communities.

3.  **Collaborate with Community Organizations**

* Build partnerships with fraternities, My Brother’s Keeper, and other organizations to support male engagement initiatives.
* Work with community partners to develop outreach programs that emphasize the role of male caregivers in early education.

4. **Address Adverse Childhood Experiences (A.C.E.s)**

* Implement strategies that educate male caregivers on A.C.E.s and trauma-informed care.
* Collaborate with S.S.F.C. initiatives to support fathers in understanding and addressing childhood trauma.

5.  **Community Engagement and Public Speaking** 

* Represent S.S.F.C. at community events, conferences, and workshops, advocating for male engagement in early childhood education.
* Present at conferences on male involvement, family engagement, and trauma-informed practices.

**ADDITIONAL QUALIFICATIONS:**

* Strong presentation and public speaking abilities.
* Excellent collaboration skills with community organizations.
* Knowledge of A.C.E.s and trauma-informed care.
* Effective communication skills, both written and verbal.
* Experience using technology including Microsoft Office

**ADDITIONAL DUTIES:**

* Attend required meetings and training.
* Follow all SSFC policies and procedures.
* Ability to work flexible hours, including evenings and weekends.
* Valid driver’s license and reliable transportation

**EDUCATIONAL AND EXPERIENTIAL REQUIREMENTS:**

* Associate’s degree in human services, Early Childhood Education, or a related field (Bachelor’s preferred).
* Minimum of 2 years of experience in early childhood, family services, or community engagement.
* Experience working with fathers and father figures and facilitating workshops on child development or fatherhood.

**PHYSICAL DEMANDS:**

* Must be able to perform sedentary work, exerting up to 10 pounds of force occasionally and/or a negligible amount of force frequently or constantly to move objects.
* Must possess the visual acuity to operate a computer terminal and to read extensively.
* Must be able to move around the office and access computers from all angles and positions.

*The above statements describe the general nature and level of work being performed by individuals assigned to this job. They are not intended to be an exhaustive list of all responsibilities, duties, and skills required for the position. All employees may have other duties assigned at any time.*

***I have read and understand the Male Engagement Coordinator job description as described:***

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*Employee’s Name (print or type)*

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*Employee’s Signature Date*

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*Supervisor’s Signature Date*

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| **Description Approved by:** | *Louis Finney, CEO* |
| **Date approved:** |  |
| **Reviewed:** |  |