

## **INSTITUTE FOR NONVIOLENCE CHICAGO**

**POSITION TITLE:** Nonviolence Trainer

**REPORTS TO:** Director of Training & Education

The Institute for Nonviolence Chicago's mission is to end the cycle of violence using Dr. Martin Luther King, Jr.'s principles and teachings of nonviolence. Informed by a philosophy of nonviolence, Nonviolence Chicago will establish caring and sustained relationships with participants engaged in the cycle of violence. We will emphasize partnerships with community members, leaders, social service providers, and local law enforcement to reduce community levels of violence. We will help create a safer, healthier environment for young adults, youth, and their families. These general approaches will be specifically addressed using for major methods: Community Violence Intervention (CVI) / Street Outreach, Individualized Service Provision, Victim Support Services, and Nonviolence Training.

### **POSITION OVERVIEW:**

This Nonviolence Trainer is responsible for conducting training sessions for internal staff persons as well as external partners. Reporting to the Director of Training & Education, this position will conduct trainings on Kingian Nonviolence to ensure every staff member of INVC is comfortable with the theories and practices of nonviolence and can relate those to their work. This position will also promote nonviolence within the greater community through outreach to residents, partner organizations, institutions and others to build the knowledge and practice of nonviolence across the community. Additionally, the Nonviolence Trainer will be trained as a cognitive behavioral intervention (CBI) facilitator and ensure training-related grant requirements are met by assisting with and/or conducting a wide range of additional trainings/curricula or professional development opportunities, as needed. This position will also play a key role in the annual Martin Luther King Day event and service day.

### **ESSENTIAL FUNCTIONS/RESPONSIBILITIES:**

- Deliver Kingian Nonviolence training to internal staff persons and external partners (youth, adults, seniors, incarcerated youth and adults, law enforcement, school personnel, etc.)
- In partnership with supervisor, create a training schedule, document trainings/events in CiviCore system and regularly update trainee case notes, as requested.
- Complete the INVC-provided training required to be a cognitive behavioral intervention (CBI) facilitator and utilize CBI-based approaches when conducting trainings
- Ensure training-related grant requirements are met by assisting with and/or conducting additional trainings or professional development opportunities, as requested
- Maintain accurate records, specifically taking attendance at every training and filling that training in the appropriate place as determined by the supervisor
- Identify training and professional development needs within INVC through job analysis, community interaction and regular consultation with staff

- In collaboration with supervisor, create and maintain a complete list of which trainings INVC staff have completed and when
- Produce materials necessary to conduct trainings and regularly revisit those materials to consider opportunities for improvement
- Collaborate with INVC leadership to solve specific training needs as they arise.
- Have an understanding of a variety of learning techniques and pilot where relevant, being involved in the creation and/or delivery of new and innovative training strategies
- Play a key role in the annual Martin Luther King Day event and service day

**QUALIFICATIONS:**

- Maintains a passionate commitment to social justice, equity, and violence reduction in Chicago
- High School diploma/GED required. Bachelor's degree preferred.
- A minimum of two years experience working with formerly incarcerated and/or street-involved individuals
- Must have valid Illinois driver's license and be able to independently travel throughout Chicago and surrounding suburbs
- Basic computer skills, including ability to complete required research, data entry tasks, communicate via email, and complete basic word processing tasks, as needed
- Demonstrated ability to facilitate groups and lead and organize presentations
- Ability to communicate effectively both verbally and in written form with a diverse population
- Ability to meet prescribed deadlines, collaborate as part of a team and respond well to supervisor direction and follow up

**SALARY/BENEFITS:**

Competitive/commensurate with experience and other qualifications. Competitive benefits package available, including Health, Life, and 401K. Employment with INVC requires proof of vaccination or an approved medical exemption.

To apply, please send a cover letter along with your resume to [hiring@nonviolencechicago.org](mailto:hiring@nonviolencechicago.org).

**Institute for Nonviolence Chicago -- EEO Statement**

Institute for Nonviolence Chicago provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, sex, national origin, age, disability, or genetics. In addition to federal law requirements, Institute for Nonviolence Chicago complies with applicable state and local laws governing nondiscrimination in employment in every location in which the organization has facilities. This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation, and training.