

POSITION SUMMARY

Relationship Consultant/ Community Trainer

LOCATION: Utah Parent Center - 5296 S Commerce Drive, Murray, UT 84107 - **In Office and Remote/Hybrid Option**

JOB STATUS: Part-Time, 20 hours per week/40 hours per pay period

PAY RATE: \$22.39/hour (includes benefit allotment)

APPLICATION PERIOD: Resumes will be accepted through Friday, May 16, 2025

POSITION SUMMARY:

The Utah Parent Center, a 501c3 non-profit, is an award-winning training and information center founded in 1983 by parents of children and youth with all disabilities to help other parents facing similar challenges throughout Utah. The mission of the Utah Parent Center (UPC or Center) is to help parents help their children, youth, and young adults with all disabilities to live included, productive lives as members of the community. We accomplish our mission by providing accurate information, empathetic peer support, valuable training and effective advocacy based on the concept of parents helping parents.

The Utah Parent Center is seeking a Community Trainer to lead the Utah Parent Center's Healthy Relationships trainer/Project Coordinator. This is a new project for the Utah Parent Center and is funded through a Interagency Outreach Training Initiative grant (IOTI)

GENERAL JOB SUMMARY & RESPONSIBILITIES:

- In collaboration with leadership at the Utah Parent Center oversee all activities as written in the funded proposal.
- Create outreach materials to recruit participants for the project.
- Work with partner agencies on the planning and implementation of the project.
- Coordinate and host annual cohorts consisting of youth and adults with Disabilities on Healthy Relationships
- Acquire training in Sexual Health Education for People with Disabilities - Elevatus Training.
- Strengthen/Develop participants' access to the community to assist them with person-directed interests and desired areas of social connection.

- Attend community events, and training to represent the disability community and the project when assigned.
- Maintain a system to survey and record individual experiences within the project to measure outcomes of the project.
- Create and maintain project progress reports in coordination with the Utah Parent Center leadership.

GENERAL JOB RELATIONSHIPS:

- Responsible directly to the UPC Associate Director and/or Executive Director.
- Works cooperatively with all staff members, volunteers, and Board members.
- Works collaboratively with parents and professionals from various agencies and in the community.

QUALIFICATIONS:

- Preference will be given to individuals who have lived experience with a disability or special health care needs, including being a parent of a person with a disability or special health care need.
- Excellent communication skills and interpersonal skills. Experienced at working on startup projects, and experience working with diverse populations. Comfortable with discussing/educating people with disabilities on human sexual dynamics.

TO APPLY, SUBMIT (by email, mail or in person):

- Letter describing interest in, and highlighting qualifications for the position **AND**
- Current resumé

SUBMIT TO:

Utah Parent Center Email: recruiting@utahparentcenter.org

Attention: Esperanza Reyes

5296 S Commerce Drive, Suite 302, Salt Lake City, UT 84107

Phone: (801) 272-1051