



COMUNIDADES LATINAS  
UNIDAS EN SERVICIO

## **Familias Unidas Group Facilitator** *(Bilingual, Spanish/English)*

### **VOLUNTEER OPPORTUNITY**

*CLUES was founded in 1981 by Latinos for Latinos who shared a vision for improving the quality of life of the Latino population in Minnesota, as well as a commitment to community building. Today, CLUES is Minnesota's largest Latino agency. Our mission is to advance the capacity of Latino families to be healthy, prosperous, and engaged in their communities. By focusing our efforts in the areas of Health and Family Well-being, Economic Vitality, Educational Achievement, and Civic and Cultural Engagement, our programs are designed to empower Latinos and immigrants by meeting them where they are, harnessing their strengths, and honing their skills.*

#### **Purpose of Position:**

- The role of the Familias Unidas Group Facilitator is to increase participant knowledge of chemical dependency and development of healthy living skills in order to reduce risk factors for substance use problems. Additionally, the Familias Unidas Group Facilitator helps to break chemical dependency cycles in the Latino community by increasing the ability of individuals and families to connect with their community and identify and access services in the community.

**Position Type:** Unpaid volunteer service or internship

#### **Schedule:**

- We ask our volunteers to commit to facilitating at least one evening per week for a minimum of 12 weeks.
- Groups are generally held on weekday evenings, and last 3.5 hours.

**Location(s):** Twin Cities Metro Area

#### **Responsibilities:**

- Facilitate weekly break out group sessions for the Familias Unidas program and participate in a 10 to 15 minute facilitators-only debriefing meeting after each CF group session.
- Develop lesson plans for group sessions of Latino children, adolescents, adults, and families based on the *Celebrating Families!* (CF) curriculum.
- Administer pre- and post- assessments of families participating in the CF program.
- Provide information, outreach and referral services to participating families.
- Communicate effectively and regularly with program coordinator.
- Respect client concerns and comply with confidentiality requirements.

*CLUES reserves the right to terminate an internship or volunteer commitment if behavior is not in compliance with CLUES policies.*

#### **Qualifications:**

- Effective communication in English and Spanish, both verbally and in writing, required.
- Active role in or experience working with the Latino community, children, and families required.
- Ability to effectively present ideas and information in an organized and effective manner, including written reports and weekly lesson plans.
- Working knowledge of resources in the community preferred.
- Be respectful, punctual, and a positive role model for our clients.

#### **Requirements & Training**

- Availability to attend Celebrating Families! training on curriculum for Familias Unidas program provided by staff
- Must have independent transportation to and from weekly sessions.
- A criminal background check and/or driving record check may be required. CLUES reserves the right to conduct background checks.

**For More Information and/or to Apply:**

- Contact Caitlin Brickman, Human Resources and Volunteer Coordinator, by email at [volunteer@clues.org](mailto:volunteer@clues.org) or by phone at 651-379-4220.
- A General Volunteer/Intern Application can be found on CLUES website at [www.clues.org](http://www.clues.org) on the “Volunteer” page. Please submit your application directly to the above contact to expedite processing.

**ACKNOWLEDGEMENT**

*Applicant: Please wait to sign the acknowledgement until your application has been processed and approved. A signed acknowledgement will be required for you to begin your service at CLUES.*

**I have read and understand the guidelines above and will abide by them throughout my time at CLUES.**

Volunteer/Intern Signature: \_\_\_\_\_ Date \_\_\_\_\_

Print Name: \_\_\_\_\_