

JOB DESCRIPTION

JOB TITLE: Resilience Regional Coordinator
FLSA STATUS: Temporary, Non-exempt
REPORTS TO: Western Resiliency Collaborative
SUPERVISOR: Program Manager, Blue Ridge Partnership for Children

TIMELINE:

This grant-funded position is fully funded through September 30, 2024.

PRIMARY LOCATION: 392 East Main Street, Burnsville, NC. This position will support the work of a Western NC collaborative with extensive travel across the region. Physical office location is negotiable based on employee's residence.

WHO WE ARE:

Smart Start organizations are private, non-profit agencies that support, educate and advocate to build a strong foundation for young children in their communities. There are Smart Start offices that represent all 100 counties in North Carolina. Smart Start partnerships work with service providers, early childhood educators, families, and communities to ensure high quality, effective implementation of programs to support young children and their families. Our everyday work is grounded in our commitment to diversity & inclusion, equity, cultural humility, and community partnerships.

Services will focus on building resilience in Smart Start organizations, children from birth through age 5 and their caretakers. Resilience helps children not only to deal with current difficulties that are a part of everyday life, but also to develop the basic skills and habits that will help them deal with challenges later in life.

JOB SUMMARY

This position will provide support to Western North Carolina counties to manage specific components of a 3-year grant. The Resilience Regional Coordinator participates in a responsive approach to build resilient communities through micro, mezzo, and macro-level solutions. The position will provide support to a regional structure and Resilience Subcommittee to assist individual communities in the region to develop and implement action plans based on a menu of strategies.

The Resilience Regional Coordinator (RRC) will work with a team of coordinators and the contracting agencies listed below:

- A. Center for Trauma Resilient Communities (CTRC) –Resilience Academies designed to develop personal and organizational resilience culture with Smart Start leaders.
- B. Resources for Resilience (R4R) – offering Reconnect for Resilience trainings for early educators and families. A cohort of Resilience Champions will be formed to support ongoing resilience efforts.

This position will coordinate these contracted activities to ensure a coherent and organized approach to implementation that supports and expands the local Smart Start agencies' capacity for building resilient, family-focused communities that measurably improve early childhood learning, health and social outcomes for children and families.

PRIMARY RESPONSIBILITIES

1. Provide collective leadership using effective communication and supporting various experiences, skills, and knowledge from a team comprised of individuals from different organizations.
2. Serve as primary coordinator of contracting agencies' work, communicating scope of activities and obtaining commitment from collaborating Smart Start agencies to participate, and scheduling training and academies to maximize full enrollment.
3. Provide consultation and support to collaborating agencies in obtaining and implementing feedback from child care providers about needed participation supports, to maximize enrollment in R4R training.
4. Convene and facilitate communities of practice for collaborating agencies participating in R4R and/or CTRC Academies to build thought-partnerships that can sustain the personal and organizational resilience created through grant activities. Send meeting reminders and agendas, and maintain notes from meeting.
5. Co-facilitate Resilience Subcommittee meetings with other team members which could include setting agendas, participant communication, leading meetings, and documenting results.
6. Provide consultation and coaching in developing organizational policies and practices, and in creating Community Resilience Councils that promote reflective, responsive, supportive and contextualized work, in order to sustain trauma-informed mindsets, systems, practices, and partnerships.
7. Send monthly updates to all collaborating agencies about the implementation of CTRC and R4R work with specific Smart Start agencies.
8. Assist with data collection and analysis; coordinate with third-party contracted Project Evaluator.
9. Ensure the resilience components of grant requirements are being met and provide requested reporting to funders.
10. Represent the Smart Start Network in a professional, accurate and positive manner within the community at all times.
11. Perform all other duties as assigned.

Requirements of the Position:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Values	Core Competencies	Functional Competencies
Results-oriented	Mission-focused	Personal effectiveness/credibility
Trustworthy	Relationship-oriented	Collaboration skills
Innovative	Detail-oriented	Proactive
Approachable	Results-driven	Interpersonal/communication skills
Caring, inspiring, dynamic	Brand-steward	Computer/technical skills

Knowledge and Skills:

- Experience or familiarity with trauma-informed work and resilience initiatives.
- Knowledge and awareness of trauma (social, historical, emotional, and how that relates to early childhood), resilience, and adverse child and community experiences.
- Experience organizing and leading collaborative initiatives with other agencies and organizations, with excellent verbal and written communication skills.
- Excellent project-management skills; ability to balance multiple priorities with proven ability to anticipate challenges, solve problems, and maintain a calm demeanor.
- Ability to quickly establish and maintain cooperative and effective professional relationships, build trust in a limited time, and engage with a broad range of community partners around building an inclusive, trauma-sensitive culture.
- Ability to convene and facilitate meetings and engage stakeholders in both virtual and in-person settings, with strong presentation and public speaking skills.
- Ability to work independently.
- Knowledge of service area (strengths, culture and challenges).
- Computer proficiency and experience: Word, Excel, Access, PowerPoint, Adobe, and Google.

Education and/or Experience – Bachelor's Degree or higher from accredited four-year college or university required; Three to five (3-5) years of experience in an educational, nonprofit or social service organization preferred. The ideal candidate will have a background in mental health; preference given to candidates with experience working with the Collective Impact model. Full COVID vaccination status preferred.

Residency and Travel – The ideal candidate will live in the service area and be available to attend early morning and evening meetings on occasion, and be able to travel independently across western NC. The Blue Ridge Partnership for Children in Burnsville is the location of the grant subcontractor and the Resilience Regional Coordinator’s supervisor. This position will serve the WNC region, and significant travel is required. However, during the pandemic many meetings may be conducted via Zoom or other media platforms. Collaborating Smart Start agencies across the region may have limited office space available, and some telework may be accepted.

BENEFITS

- A rewarding, supportive work environment encouraging excellence, personal growth and innovation
- Flexible hours
- Accrued Sick Leave, Annual Leave and 11 paid holidays
- Mileage reimbursement for applicable travel
- Membership in a group health insurance plan, with the employer covering 80% and the employee contributing 20% of the monthly premium expense
- 403(b) retirement plan, with agency match up to 5%

Interested applicants can find this posting and position description listed on the Latest News page of the Blue Ridge Partnership for Children’s website at www.BlueRidgeChildren.org. Complete submittals will be reviewed as received and the position will remain open until filled.

Equal Opportunity

As part of our commitment to center equity in our work, Black, Latinx, Indigenous, and others who identify as nonwhite, people with disabilities, members of the LGBTQ+ community are encouraged to apply for this role.

Apply

Please submit a cover letter and resume highlighting your experience and interest to director@brpartnershipforchildren.org. Submissions will be reviewed as received and the position will remain open until filled.