Community Center Group Leader

Job Classification: Part-Time (Non-Exempt)
Supervisor: Co-Executive Director
Hours: Up to 5 hours per week
Pay Range: $16.78 - 18 per hour
Last Revision Date: 8/2023

Organization Background:
The mission of Painted Brain is to create lasting community-based solutions to mental health challenges and the impact of social injustice through arts, advocacy, and enterprise. Painted Brain is an innovative peer-run mental health arts and tech forward organization that uses a peer model focus on recovery. Painted Brain defines a peer as any person with lived mental health challenges and or trauma including but not limited to: social injustice, interpersonal violence, and/or societal exclusion. Our primary focus over the years has always been using the arts to help people learn to interact socially and effectively while experiencing the impacts of trauma, psychosis, depression, autism, anxiety, and other unwanted mental experiences.

Summary:
Under the supervision of Co-Executive Director, the Painted Brain Community Center Group Leader will be tasked with developing and leading a weekly, in person group session at the community center for participants. The Group Leader will be meeting weekly with a team of Painted Brain staff and MSW interns who also work within the community center. Group Leaders may be paired with an MSW intern or Peer staff as a co-leaders for groups. Group Leader is expected to prepare for and lead their weekly group and attend a weekly support meeting for community center staff. The Group Leader will be expected to write notes to summarize each group session.

Essential Duties/Responsibilities/Functions
- Lead, in person, a weekly group at Painted Brain's community center.
- Capture the impact and attendance of each group session in writing.
- Work with staff of Community Center in a collaborative manner.
- Assist participants in group in communicating with each other and assure participation.
- Develop a teaching plan for the group in collaboration with supervisor and other staff.
- Maintain healthy communication with staff and participants.
- This position requires traveling to multiple locations as needed.
- Ability to work some evenings and weekends as the program requires.
- Regular and predictable attendance is required.
- Employees may be asked to perform other duties as assigned.
Supervisory Responsibilities
None

Minimum Qualifications

- At least one year experience in group facilitation or willingness to lead a group.

Other Knowledge, Skills, and Abilities Required

- Group leadership skills.
- Ability to manage and attend to group process needs.
- Knowledge and demonstrated experience in working with ethnic minority, impoverished and under-served communities and groups.
- Proficient writing and oral communication skills.
- Strong interpersonal skills and ability to relate to staff from a variety of cultures, languages and educational backgrounds.
- Have Access to reliable transportation.
- Conflict resolution skills.

The requirements above are representative of the knowledge, skills, and/or abilities required for successful performance of the essential duties. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Environmental Conditions (Working Conditions)
The environment for this position is primarily an office environment but may involve travel to community spaces outside the office. Transportation is not to be provided by Painted Brain.

Physical Requirements
The physical demands here represent those that an employee must meet to perform the essential functions of this job successfully. The employee is occasionally required to stand, walk, twist, bend, squat, kneel and lift and carry items weighing 10 pounds or less as well as to frequently sit, use a keyboard, and do simple grasping. The position requires the ability to hear regularly and talk and requires manual deviation, repetition, dexterity, and occasional driving for up to 120 minutes per day. Reasonable accommodations may be made to enable individuals with disabilities to perform essential job duties and functions. The inability to cope with a stressful work environment does not constitute a protected disability.

Mental Requirements
The incumbent in this position must be able to accommodate all of the following: constant distractions, interruptions, uncontrollable changes in priorities/work schedules, processing information, and handling stress. There may be exposure to inappropriate behavior and/or the language of those being served at times.

Painted Brain is an Equal Opportunity/Affirmative Action Employer

All opportunities at Painted Brain are contingent upon the successful completion of a criminal background check and verification of any applicable degree or license. If the position requires
driving, a valid driver’s license, a motor vehicle clearance, and proof of auto insurance are required at the time of employment and must be maintained throughout employment.