



Job Title: Education Director

Reports To: Executive Director

Direct Reports: Education Department Staff

Position Summary: The Education Director will lead a team of passionate paid and volunteer educators who provide Sexual Risk Avoidance (SRA) education to schools and churches of many traditions throughout South Central Indiana. This person will be responsible for maintaining the excellence of Clarity's educational programming by ensuring they remain grounded in truth, medically accurate, age appropriate and culturally relevant.

Who We Are: Clarity of South Central Indiana has been a community treasure and resource for nearly 40 years. The purpose of Clarity is to create awareness about holistic sexual health and provide a path to healing for those affected by sexually-related traumas. At Clarity, we believe in possibilities. We look at our communities and see people full of potential; individuals whose life paths abound with possibilities. Our aim is to help individuals experience greater independence, build upon a healthy foundation, and realize the value of each aspect of their lives. We do this by providing women, children, men and families support and healing services through education, restoration and individual client services. Clarity is a 501(c)3 non-profit organization.

The ideal candidate will:

- Maintain a strong commitment to the sanctity of human life and SRA education
- Agree without reservation to Clarity's Statement of Principle and Statement of Faith
- Possess excellent organizational skills
- Have exceptional skills in public speaking and interpersonal communication, especially with teens and young adults
- Display proficiency in Microsoft Office applications (particularly Word, Excel and Powerpoint)
- Be self-motivated, dependable and able to carry out responsibilities with little or no supervision
- Hold a Bachelors degree in a field related to health education or equivalent experience
- Have 2+ years of team leadership experience

Responsibilities:

1. Lead the Education Team in maintaining the highest standards for the *I Decide for Me, Transformed* and *My Best For You* programs.
 - Hire, train and supervise all Education Department personnel
 - Stay personally current and equip department personnel to stay current on sexual health issues and current events to be relevant and effective in teaching both students and parents. This includes reading books and articles, doing research and attending conferences
 - Work with members of the Education Department to update statistics, other information and media content throughout all Clarity curriculums
 - Manage the acquisition of and maintenance of adequate AV and computer equipment for Department.
 - Work with Education team to establish and maintain working relationships with area school administrators and faculty, marketing the curriculum to all relevant elementary, middle and high schools in our region
 - Maintain the highest standards for the *I Decide For Me* curriculum, ensuring it is updated as needed to remain medically accurate, age appropriate and culturally relevant
 - Develop and maintain resources necessary to present curriculum to both students and parents.
 - Present education programs as needed in public and private schools and other venues
 - Write presentations as needed
 - Develop and oversee the annual Education Department budget, ensuring fiscal responsibility for the team's spending

- Compile information from all members of the Education team and submit a monthly report to the Executive Director
- Manage the Program Impact Evaluation (PIE) project
 - Work with Dr. Stan Weed (Research Institute, UT) to set rigors of evaluation
 - Implement recommendations to curriculum for optimal measurable outcomes
 - Collaborate with independent evaluators of data to collect and measure data
 - Develop partnerships with School Administrators for student participation
- 2. Oversee and/or perform routine office work as needed (making copies, returning calls and emails, etc.)
- 3. Represent Clarity and its Education Department to local churches and organizations, as well as other Pregnancy Resource Centers throughout the country
 - Work with Clarity Development Director, Development Specialists and Executive Director to promote Clarity by speaking at churches and for area groups as requested
 - Market to and work with other Pregnancy Resource Centers (PRC's) across Indiana in effort to aid them in implementing IDFM Sexual Risk Avoidance Education in their area.
 - Identify/contact PRC's without prevention education programming
 - Mentor willing PRC's in establishing prevention education programming
 - Market IDFM curriculum across Indiana
 - Conduct training on IDFM curriculum as needed
 - Maintain annual updates to IDFM curriculum and materials for PRC's who have purchased the program
 - Engage with elected officials and community organizations to establish Clarity as the thought leader and convener on the topic of sexual integrity
- 4. Perform other tasks to support the overall objectives of Clarity. These include, but are not limited to: present at Clarity volunteer training and in-service workshops as requested; attend monthly Clarity staff meetings; write articles for Clarity newsletter and blog entries as requested; promote programs on radio stations as requested; assist with and attend Clarity fundraising events as needed

Compensation: Salaried (40 hours per week)

The Education Director will receive a yearly written and oral evaluation from the Executive Director.

Clarity is an equal opportunity employer. All applicants will be considered for employment without attention to race, color, religion, sex, sexual orientation, gender identity, national origin and veteran or disability status.