



**Position: Equity Trainer** (can be full time employee or part time contractor) - This position is key to our organization's success as this role represents our company directly with our clients and deploys our unique training protocols and strategies to ensure our client's success. If you would like to be considered for this position, please read the description below and email your resume for consideration to hello [at] epocheducation [dot] com.

**Key Responsibilities** (include, but are not limited to, the following):

### ***In-Person Training***

- Delivery of our proprietary diversity, equity and inclusion content to clients, which includes client assessment through an equity lens, content customization to address client specific issues, RASCI Model/Planning Meeting and solution design and implementation.

### ***Online Course Design, Facilitation and Coaching***

- Develop topic research, module creation, setting adjustments and quiz creation.
- Facilitate online discussions, provide ongoing feedback to clients, assign grades and log-in / account support.
- Provide one-on-one and small group coaching to participants on a weekly or monthly basis.
- Use adult learning techniques, tools and technologies to engage participants in effective digital learning.

### ***Conferences***

- Attend conferences several times per year or as needed. In addition to attendance, Equity Trainers are expected to set-up and manage Epoch booth and may be asked to present at a breakout conference session.

### ***Keynotes***

- Present specific messaging curated for the client to both small and large audiences with confidence, passion and practical application that inspires, informs and help attendees become change agents.

### ***Knowledge, Skills & Abilities***

- Successfully implement, facilitate and oversee a comprehensive set of diversity, equity and inclusion based training programs;
- Write training curriculum consistent with current diversity, equity and inclusion trends, which include a broad understanding of bias, inclusive classroom teaching and leadership, mobilizing and empowering employee/student voices and change management to create systemic equity throughout workplace and/or school cultures;
- Communicate respectfully and effectively across a wide range of participants;
- Model equity in communication and facilitation to help participants who may have divergent views to listen, be heard and effectively resolve conflict;
- Work independently and exercise sound independent decision making skills;

- Establish new training protocols and deliver exceptional training seminars on-location;
- Comfortable presentation and workshop skills with audiences of up to 500 people;
- Travel as needed to complete job requirements;
- Work effectively to meet agreed-upon deadlines, which include client preparation, content customization and delivery and timely follow-up;
- Know your *WHY*: Understand the vision, mission and values as they relate to who you are and your role;

***Position Requirements:***

- Successful completion of an undergraduate and graduate education or professional equivalents;
- Organized and capable of managing multiple clients in a fast-paced industry;
- Experienced in leading organizations through systemic change;
- Strong understanding of leadership through phases of transition and/or principles of adaptive leadership;
- Demonstrated and undeniable ability to exercise independent judgment and sound independent decision-making skills;
- Skilled as a corporate trainer or educator/teacher with deep knowledge and proficiency in culturally relevant teaching;
- Proven track record in racial equity education, leadership and professional development;
- Eager and passionate at teaming with others at a high level of functioning;
- Consistent record of maintaining punctual completion of training requirements and job collaboration demands;
- Effective independent decision-making skills;

***Preferred Requirements:***

- Teaching credentials and/or teaching experience;
- Corporate training experience

We grow as we practice what we teach: with our clients, with each other and throughout our lives. Consider joining our team and helping us make a difference in the World.