**Position Description**

**Workshop Facilitator**

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| **Position​:**  | Workshop Facilitator |
| **Location​:**   | Melbourne-based + regional travel as required |
| **Salary​:**   | $35.51 per hour |
| **Status:**  | Casual |

**The Organisation**

We are Fit to Drive: Victoria’s leading road safety education provider for young people and their families. Since 2014, we’ve delivered impactful workshops to over 130,000 young people around Victoria, both face-to-face and online.

At Fit to Drive, our vision is for young lives free from road trauma. Simply, we aim to save young lives as road trauma is the second largest killer of young people after suicide. Youth road trauma is a community problem, impacts everyone and needs a whole community response.

So, each day we send highly trained passionate young people into schools and community settings – face to face or online – to empower actions and promote a road safe culture to save young lives and prevent injuries on our roads.

Fit to Drive workshops and Facilitators don't tell, lecture or judge. They are fun, positive and structured, aiming to spark real conversations about the issues that really matter most to young people on the roads.

**Our Purpose**

Fit to Drive is the leading road safety education provider for young people and their families:

* **Providing thought and action leadership** on road safety
* **Promoting a** **road safety culture** to save lives and prevent injuries
* **Empowering young people** and families to keep each other safe on the roads
* **Building relationships** with those who share a desire for the Victorian Road Safety Strategy

**Our Unique Position**

* We **empower positive actions**, we don’t ‘tell’
* We recognise that **young people make choices**
* We use **positive psychology** to deliver key messages
* We are **peer facilitators and role models**
* We **collaborate with others**, within their community

**Our Values**

* We empower young people to **keep each other safe**
* We **connect and engage** with our communities
* We are **thought leaders and action leaders** in road safety for young people
* We **listen and reflect**
* We put **trust, respect and integrity** at the heart of everything we do

**The Position**

The Fit to Drive Foundation’s Workshop Facilitators are responsible for the on-the-ground facilitation of the Foundation’s preventative road safety education programs in schools, other education providers and communities both face-to-face and online. You will be primarily working to facilitate our flagship program, the F2D Year 11 Workshop. We are looking for young people who have the ability to relate to diverse audiences of young people and engage them in dynamic, safe conversations. In the F2D Year 11 Workshop, Facilitators lead a class of students in scripted activities and discussions to inspire safer choices on our roads. We offer training in facilitation and provide opportunities to extend your road safety knowledge. However, it will be advantages if you have experience working with young people and a proven passion for road safety.

**Core Responsibilities**

* Develop and maintain a comprehensive understanding of the Foundation’s workshop content
* Work closely with the Fit to Drive Foundation team to develop and refine exceptional facilitation skills through individual and group training sessions
* Facilitate the Foundation’s workshops, primarily the F2D Year 11 Workshop, to maximise engagement while meeting key messages and program outcomes
* Understand the Foundation’s mission and values, and represent them professionally
* Adhere to all the Foundation’s policies and processes to ensure the safety and quality of workshops
* Display positive role modelling and social leadership behaviours

**Application Process**

* Email your application to applications@f2d.com.au (Subject line: Workshop Facilitator via “insert where you saw the job advertised”) by **Monday, 28th June.**
* Your application must include:
	+ Your CV
	+ A max 2 min video link via whichever platform you are most comfortable with, we have attached a super easy ‘How to Post to YouTube’ tutorial below (filmed on your phone/laptop is perfect) sharing
		- Who you are and why you’d be great for this role - feel free to get creative
		- How do you think you can get a group of Year 11s interested in being a safe road user?

Here is an example from Facilitator Em: <https://bit.ly/3glWRrp>

Here is an example from Facilitator Alan: <https://bit.ly/3gmJA1T>

**Recruitment Process**

* Applications close: Monday 28th June
* Interviews (online): The week of Monday 28th June
* **Mandatory training days:** Thursday 8th AND Friday 9th July

Here’s a [handy tutorial](https://www.youtube.com/watch?v=klVWGHtRTuE) if it’s your first time uploading a video to YouTube (if you make your video ‘unlisted', only people with the link will be able to watch it!)

*The Fit to Drive Foundation is committed to fostering an inclusive and respectful workplace. We encourage applications from Aboriginal and Torres Strait Islander people, people from culturally diverse backgrounds, LGBTQIA+ people and those with a disability. If you have questions around the accessibility of the role, please get in touch!*