

Workshop Facilitator

Part-Time | A Touch of Understanding, Inc. | Greater Sacramento Area

\$21-\$25/hr DOE

About Us

A Touch of Understanding, Inc. (ATOU) is a respected leader in disability-awareness education across the Greater Sacramento and Placer County regions. Through interactive workshops and training programs, we foster empathy, inclusion, and understanding among students and professionals. We are seeking a skilled and compassionate Workshop Facilitator to support our growing programs and help us continue making a meaningful impact in our community.

Position Summary

The Workshop Facilitator plays a key leadership role in the delivery of ATOU's in-school disability-awareness workshops and "Spirit of Inclusion" trainings for professional and adult groups. This individual will serve as an activity lead, support volunteer speakers (many with disabilities), and collaborate closely with program leadership to ensure workshops are delivered smoothly and effectively.

This is not an entry-level position. We are looking for a candidate with proven experience in education, community engagement, or disability advocacy, who is passionate about inclusion and confident working in dynamic, hands-on environments.

Key Responsibilities

In-School Student Workshops

- Attend every workshop
- Lead interactive activity stations and provide support and encouragement to participants
- Assist volunteer speakers in sharing their stories effectively
- Ensure proper setup, operation, and cleanup of activity stations
- Load/unload workshop materials and equipment (up to 30 lbs)
- Drive ATOU vehicle and pull equipment trailer as needed
- Provide transportation and logistical support to volunteers with disabilities
- Support Program and Volunteer Coordinators with workshop prep, follow-up, and logistics

Spirit of Inclusion Trainings (Adult & Professional Groups)

- Lead or co-facilitate interactive sessions with business and community partners
- Serve as a knowledgeable and professional representative of ATOU
- Provide administrative and logistical support for training sessions

Required Qualifications

- Minimum 2–3 years' relevant experience in education, training, nonprofit, or disability services
- Demonstrated ability to lead group activities and speak confidently to large audiences
- Excellent verbal and written communication skills
- Technologically proficient; able to confidently use Google Workspace (Docs, Sheets, Slides, Drive), Slack, Zoom, and email communication tools
- Positive and inclusive approach to working with individuals of all ages and abilities
- Familiarity with disability-awareness issues and inclusive education practices
- Experience working in school or training environments strongly preferred
- Excellent interpersonal, organizational, and time-management skills
- Ability to motivate, encourage, and engage participants of all developmental levels
- High level of professionalism, flexibility, and reliability
- Ability to maintain confidentiality and exercise sound judgment

Additional Requirements

- Valid California driver's license with clean driving record
- Willingness to drive or learn to drive a vehicle pulling an equipment trailer

- Ability to lift up to 30 lbs and load/unload equipment up to 3 feet in height
- Availability to work variable weekday hours (as early as 6 AM), with occasional overnight travel

Working Conditions

- This is a school-year-based position (August–June), with potential summer opportunities
- Travel throughout the Greater Sacramento region is required, with some workshops in the Bay Area
- This role involves both physical activity and public interaction in a variety of educational settings

Why Join Us?

At A Touch of Understanding, you will be part of a dedicated team passionate about making lasting change. You'll have the opportunity to lead powerful, transformative experiences for students and adults while working alongside an inspiring network of volunteers and colleagues.