



## United Against Human Trafficking

### Job Description for Community Education Specialist

United Against Human Trafficking (UAHT), is an organization whose mission is to end human trafficking through awareness, education, and outreach. FREEDOM – We aspire for all people to experience freedom and to live beyond bondage to others. We envision a world that is intolerant of buyers and sellers of humans.

#### Position Summary

UAHT seeks a passionate, dedicated, individual for the full-time Community Education Specialist position within the Education Department. The Community Education Specialist is primarily responsible for cultivating education opportunities and delivering UAHT's trainings for frontline professionals, including first responders and law enforcement. The position will also be responsible for the coordination and implementation of outreach opportunities to priority populations including youth, young men/boys, LGBTQ, Asian-American, African-American, Latinx, Middle Eastern, etc., communities across the greater Houston area. The position reports to the Director of Education.

#### Desired Experience

**Education:** Bachelor's degree from an accredited university is required. Concentrations in cultural studies, communication, nonprofit, public health, and social work are a plus.

#### Qualifications:

- Minimum 2 years of professional experience in the nonprofit sector and/or social services.
- Communication skills and experience in public speaking.
- Basic knowledge of human trafficking.
- Demonstrated cultural-competency skills with diverse, immigrant and refugee communities required.
- Strong organizational skills to coordinate & execute training and outreach events.
- Proven ability to work as a team-player while maintaining positive working relationships.
- Proficient computer skills to operate programs (Microsoft Office Suite and PowerPoint).
- Valid driver's license, auto insurance, and reliable personal transportation.

**Additional Qualifications:** Spanish and/or foreign language skills strongly preferred. Bilingual reading/writing skills, community organization, and facilitating presentations/support groups are a major plus. Curriculum creation, program design, research skills, and knowledge of presentation software such as Prezi are a plus.

#### Responsibilities

1. Cultivate training opportunities and deliver UAHT's training programs for frontline professionals, including first responders and law enforcement.
2. Deliver training programs at least 5 times a week to frontline professionals.
3. Continue development and update existing programs, such as the First Responders Training, Advanced First Responders Training, Law Enforcement Training, and Telecommunicators Training, taking into account state mandated curriculums and promising practices in education and outreach on human trafficking.
4. Deliver the hallmark program Human Trafficking 101 to community groups and organizations across the Greater Houston Area.

5. Assist Programs staff in the presentation/curriculum development of the Human Trafficking 101 and eLearning.
6. Support execution of UAHT's public awareness campaigns.
7. Support the Outreach Department by participating in outreach at least 2 times a week in culturally diverse neighborhoods.
8. Facilitate educational workshops to potential victims of human trafficking and/or at-risk populations about the services available in the community.
9. Facilitate Youth Prevention Program and Awareness Workshop to youth in various settings.
10. Provide support to the Director of Program in supervision over the work of UAHT intern(s) that will assist in various aspects of training, presentation programs, program evaluation, and education activities.
11. Represent UAHT for through the participation in media interviews as needed.
12. Assist UAHT staff with special projects on an as needed basis and other duties as assigned by the Director of Education.

**Salary Range:** \$32,000 – 38,000.

UAHT is an equal opportunity employer and provides a number of benefits to qualified employees.

Normal business hours are Monday through Friday from 9:00 AM – 6:00 PM, however this is a full-time position requiring flexible hours including evenings and weekends.

To apply for this position, please send a resume and cover letter to Misa Nguyen, Director of Education, at [mnguyen@uaht.org](mailto:mnguyen@uaht.org). To learn more about the organization, visit [www.uaht.org](http://www.uaht.org). The application deadline will be open until filled.