Family Spirit Contract Trainer:  
Job Description and Scope of Work  
Updated July 2022

Background:

The Family Spirit Program is an evidence-based and culturally tailored home-visiting intervention delivered by Native American paraprofessionals as an Indigenous approach to supporting young Native parents from pregnancy to 3 years post-partum. Parents gain knowledge and skills to achieve optimum development for their preschool-aged children across the domains of physical, cognitive, social-emotional, language learning, and life skills. The Family Spirit Core Curriculum consists of 63 lessons taught from pregnancy to age 3. Additional curriculum modules address expressed interests, emerging needs, and specific circumstances of families. This in-home parent training and support program has been designed, implemented, and rigorously evaluated by the Johns Hopkins Center for American Indian Health (JHCAIH) in partnership with Navajo, White Mountain Apache, and San Carlos Apache tribal communities since 1995. The Family Spirit Program is now being replicated at affiliate sites around the country, with comprehensive training and technical assistance provided by the Family Spirit National Office at JHCAIH.

The Family Spirit National Office is recruiting Contract Trainers to join the Family Spirit training team. The Contract Trainers work with the Family Spirit National Office to support facilitation in a variety of Family Spirit trainings which may include: Family Spirit Core Training; Family Spirit Nurture; Family Spirit Social Support Visit Structure; and Family Spirit Curriculum Digital Platform training. As of 2022, all Family Spirit trainings are virtual but, in the future, may return to in-person or a hybrid format. The number of trainers needed per training is dependent on the number of trainees as well as the training format. Contract Trainers will be expected to co-facilitate with a Family Spirit staff member or lead trainer.

The Family Spirit National Office is looking for colleagues who share our commitment to maternal and child health and early childhood home-visiting and who are interested in joining the Family Spirit team as a Contract Trainer to lead and co-facilitate training sessions as well as provide one-on-one support to trainees as needed.

Scope of Work:

Contract Trainers will:
1. Participate in 1 – 2 planning meetings prior to each scheduled virtual training. These meetings will be with the Family Spirit training team and/or with the affiliate site(s) who will be trained.

2. Be available prior to the training for email communication regarding training logistics, travel arrangements (if applicable), etc.

3. Be present for the pre-training kick-off meeting as well as other assigned live sessions.

4. Co-lead the training and facilitate discussion according to the prescribed agenda and training manual. Trainers will be asked to sign up for the training session days that they are interested in and available for.

5. Participate in at least one training debrief meeting with Family Spirit training team following the training session.


**To become a Contract Trainer:**

1. Submit resume to tstowbu1@jhu.edu
2. Complete an interview with the Family Spirit training team.
3. If accepted, Contract Trainers will be required to:
   a. Attend an upcoming Train the Trainer session.
   b. Shadow 1 Family Spirit Training Kick-Off Meeting
   c. Shadow and co-facilitate a minimum of 4 out of 8 live session days in an initial Family Spirit Core Training.
   d. Commit to training in at least 2 of the following Family Spirit Core Training scheduled sessions per year, as needed.

**The Contract Trainer’s availability and skillset may qualify the Trainer for eligibility to support additional Family Spirit training and technical assistance activities.**

**Employment structure:**

Contract Trainers are hired and paid through a temporary employment agency, to expedite the hiring and payment process. Paperwork required for hiring includes resume, W-9, and brief application forms.

**Pay rate:**

The Contract Trainer will be paid at a rate of $25/hour for all Train the Trainer activities including, but not limited to, Train-the-Trainer training, shadowing Family Spirit Core Training and initial planning meetings. When the Contract Trainer training is complete, the Contract Trainer will be paid at a rate of $35/hour for other activities during the year, including training facilitation and meetings with the Family Spirit National Office.
Preferred qualifications and skills:
- Currently certified as a Family Spirit Health Educator or Supervisor.
- Ability to demonstrate highly skilled use of the Family Spirit curriculum with fidelity to the lesson delivery process.
- Knowledge sharing on best practices for home visiting and maternal child health topics.
- Strong preference for those who have worked for tribal nations, urban Indian health organizations, or with tribal communities in previous work and/or research.
- Understand tribal sovereignty and Indigenous knowledge frameworks.
- Strong interest, education, and experience in the maternal and child health field.
- Excellent presentation and facilitation skills.
- Experience with home visiting programming.
- Strong ability to work both independently and within a team.
- Ability to effectively balance multiple, evolving priorities.
- Superb attention to detail.

Contact:
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Please send general Family Spirit communication to familyspirit@jhu.edu