Voices UnBroken is a Bronx-based non-profit organization that is dedicated to providing underheard members of the community – primarily youth, ages 12-24 – with the tools and opportunity for self-expression. Through high quality creative writing workshops in juvenile justice facilities, group homes, residential treatment facilities, jails, and various other alternative and transitional settings, Voices UnBroken nurtures the inherent need in all people to tell their stories and be heard. It is our belief that this telling of stories and sharing of dreams leads to individual and community growth. Voices UnBroken workshops are facilitated by experienced Teaching Artists/Workshop Facilitators and are the heart of our organization; their work has the potential to make a lasting impact on young people.

Voices UnBroken Teaching Artists/Workshop Facilitators:

- Introduce young people to poetry, creative writing, and the creative process, often for the first time
- Enjoy guiding a group through a process of falling in love with their own voices
- Are adept at and enjoy group facilitation, as well as providing individual support
- Are passionate about arts and youth development
- Have extensive experience facilitating workshops with reluctant writers
- Enjoy facilitating in non-school settings

Teaching Artist/Workshop Facilitators:

Facilitation

Work as part of the Voices UnBroken team and is responsible, reliable, respectful, and professional at all times. The facilitator understands the value of the workshop documentation and submits it on time.

Poetry

Believe that everyone is a poet and that poetry is everywhere. The facilitator has command of the craft and has the tools and the experience to engage young people in a creative process.

Organization

See potential in all young people and creates structured workshop sessions that offer opportunities for participants to meet and/or transcend their own expectations.

Voices UnBroken employs without regard to race, sex, sexual orientation, religion, national origin, age, disability, or any other attribute not related to superior performance.
Teaching Artist/ Workshop Facilitator Responsibilities:

- Facilitate 10-session poetry workshops for young people (ages 12-24). ALL Voices UnBroken workshops take place in non-school settings, including group homes and juvenile justice facilities.
- Develop lesson plans and prepare materials for each workshop session.
- Use a wide variety of techniques to relentlessly engage hard-to-reach, sometimes resistant, young people.
- Build and sustain strong, productive working relationships with site staff.
- Maintain a high level of flexibility and professionalism at all times.
- Collect, organize, and submit participant sign in sheets, surveys, etc.
- Submit written reflections of each workshop session to Voices UnBroken Program Director on a weekly or bi-weekly basis.
- Work closely with Director of Arts & Youth Development to expand and deepen facilitation skill set and tool box.
- Collaborate effectively with other seasoned youth development professionals.
- Must be able to attend meetings at the Voices UnBroken office in the Bronx:
  - Seasonal paid trainings (fall, spring, summer)
  - Monthly staff meetings
  - Additional meetings with program staff: as necessary, average 3-7 hours per workshop.
- Other duties, as necessary.

Qualifications:

- Experience working with youth in challenging, non-school settings (including, but not limited to, jails, juvenile justice facilities, group homes, and drug treatment programs).
- Experience teaching/facilitating poetry/creative writing to adolescents who are excited about it, and to adolescents who have the potential to be excited about it, with the help of a great facilitator.
- At least 5 years of facilitation experience.
- Bachelor’s degree (preferred).
- Knowledge of and experience in workshop/session planning.
- Strong facilitation, communication, and interpersonal skills.
- Comfort with solo facilitation.
- Desire to be part of an active member of an amazing team of dedicated and inspiring teaching artists and youth development professionals.
- Knowledgeable about poetry, poetic devices, and analyzing poetry, and have a repertoire of successful poetry activities.
- Committed to bringing the best, high quality arts programming possible to the young people we work with.
- View teaching writing from a youth development perspective.
- Desire and willingness to actively grow as a teaching artist and youth development professional.
- Bilingual (Spanish and English), a plus.
- Willing and able to travel throughout New York City as the majority of workshops take place outside of Manhattan.

Compensation:
Teaching Artists/Workshop facilitators will be paid $25/hr for each 90-min session, plus $25/hr for prep and may bill up to five hours total per workshop session (including workshop, prep, facilitation, reflection and documentation). Additionally, Teaching Artists/Workshop Facilitators are compensated for training and staff meetings.

To Apply:
If you are interested in applying, send your resume, cover letter, and a sample writing activity that you think would be appropriate for use in a Voices UnBroken workshop to hr@voicesunbroken.org. Please answer the following in your cover letter:

1. Why do you want to work with Voices UnBroken?
2. Tell us how your experience(s) as a teaching artist/workshop facilitator makes you an ideal candidate for this position.

ALL INTERESTED APPLICANTS SHOULD SUBMIT THEIR RESUME, COVER LETTER, AND 90 MINUTE SAMPLE LESSON PLAN TO HR@VOICESUNBROKEN.ORG.