

Monroe County startUP Facilitator

Duties: This instructor/facilitator position is a half-time position. Ninety minutes of each day is spent with the students and the balance is used for arranging business visits, guest speakers, calling on business people and other activities to further enhance the student experience. The startUP program requires a great deal of time from the facilitator to establish good relationships with the business community and build a learning environment that allows students to succeed.

Purpose: The purpose of the startUP class is to prepare the students to be responsible, enterprising individuals who become entrepreneurs or entrepreneurial thinkers in a safe environment.

Responsibilities:

- Support student development
- Communicate and Mentor Students
- Facilitate the students development of the class business and personal businesses
- Identify student needs and develop appropriate interventions
- Connect students to available resources
- Arrange class meeting sites at county businesses
- Arrange and plan class tours
- Arrange guest speakers
- Provide networking opportunities for students
- Oversee class activities
- Present at all times a positive image of startUP
- Provide weekly schedule to the Director
- Collaborate with the Director to keep the website up to date
- Prepare a monthly board report
- Facilitate student presentations for community organizations

Collaborate with the startUP board in the following areas: Marketing of the class and program • Student recruitment • Student and Alumni activities • Creation of the annual report • All aspects of the student profiles • Annual Trade Show • Collect class data monthly

Qualifications: Experience working with high school students • Excellent communication skills • Ability to interact with business investors and partners • Resourcefulness and adaptability • Prior business experience (preferably with a diverse background in the areas of Marketing, Management, Accounting and Human Resources) • Proficient working with current technology • Bachelor's degree or work experience equivalent • Ability to meet the requirements and apply for an Illinois Career and Technical Education Provisional (CTE) license or have an Illinois high-school business education license

Salary/Benefits: The position is covered under the Teacher Retirement System (TRS). Salary and benefits are commensurate with experience and competitive with area teacher salaries.

To Apply: Please send a cover letter and resume to stewart@roe45.net and tspringborn@roe45.net.

Application Deadline: July 14, 2023

Start Date: August 1, 2023