



- Position:** Parent Ambassadors Program – Project Manager
- Rate of Pay:** Paid part-time position – amount to be determined
- Closing Date:** Monday, January 12th, 2009, Noon. Decisions will be made 1/16/09.
- How to Apply:** Send a resume and one page cover letter describing your relevant experience to Joel Ryan at wsaparents@yahoo.com.
- Questions:** Please call Joel at (253) 373-9100 or via e-mail at wsaparents@yahoo.com.

Program Overview

WSA was fortunate enough to receive a grant from the Peppercorn Foundation to support a new advocacy training program called the “**Parent Ambassadors Program**.” The Parent Ambassadors Program is a year long peer to peer training program for ECEAP and Head Start parents. Parent Ambassadors will go through an extensive year long high-quality advocacy training program. Parents can be expected to learn the basics of government, about specific pieces of legislation, how to contact their lawmakers, how to provide effective testimony, and how to effectively engage parents in their community.

After several trainings, Ambassadors will be expected to take what they have learned and educate, train, and mobilize parents back at their local programs and in their communities. Ambassadors will be the crucial link to their communities. WSA will develop a Parent Newsletter for Ambassadors to use to communicate the latest legislative information and updates. Ambassadors will be expected to provide grassroots trainings at parent policy council meetings in their area and will teach parents about pending legislation. They will provide frequent updates to parents in their local programs about legislative issues directly affecting their families and strategic opportunities to weigh in with both state and federal elected officials. Ambassadors will also serve as lead organizers for WSA advocacy campaign activities.

Position Description

We are looking for a high level “**Project Manager**” to help develop and manage the Parent Ambassadors advocacy training program, as well as:

- Providing technical assistance and coaching to parent coordinator and ambassadors;
- Working with parent coordinator to develop training manual;
- Overseeing training programs, including working with WSA to set up events and activities;
- Developing communication tools including Parent Newsletter; and
- Providing WSA and Peppercorn Foundation with regular progress on training, outcomes, and legislative successes;

We would expect the project manager to work approximately 2 to 3 hours per week on the project. This will include work at WSA conferences, a monthly conference call with parents, and other events as needed. We would like to have someone in place by the middle of January.

A successful applicant will have strong knowledge of Head Start and ECEAP programs and policy councils, demonstrated experience working with low income parents, a background in legislative and grassroots organizing, experience conducting high quality training to staff and parents, good writing and communication skills, and experience managing a project.