Facilitator Position Description  
Fall 2019

Facilitators are an integral part of the Maryland LEAD Program. Facilitators deliver leadership development content to participants in the Terrapin Leadership Institute and the Maryland Leadership Conferences. They lead experiential learning activities, guide conversations and synthesize group ideas, effectively shaping experiences for the participants. Facilitators learn and practice skills ranging including public speaking, program management, critical thinking, team building, and flexibility.

Important Dates:
Please review your class, employment, student organization, family, and other commitments to ensure your availability for these mandatory dates and times.

- LCSL Student Leader Retreat - August 24th-25th
- New Facilitator Training - during Student Leader Retreat
- Learning Communities - Mondays from 5:30pm-7:30pm, Sept. 9th to Nov. 11th
- All facilitator positions are semester long commitments (August - November 2019). Option to return for Spring 2020 semester.

Qualifications:
- Ability to attend all training and team-specific program events
- Willingness to learn about group and leadership development
- Desire to personally grow and develop; Open to feedback
- Ability to work effectively in teams
- Demonstrate dependability and follow-through; responsive to email communication

Application Information:
- Starting March 25th, the application will be live at: go.umd.edu/facilitate
- Login to OrgSync to access the application form
- Deadline: 11:59 pm on Wednesday, April 10th.

Program Teams:
Facilitators will be placed on 1 program team to facilitate either Terrapin Leadership Institute (TLI) OR Maryland Leadership Conferences.

**Terrapin Leadership Institute (TLI):** 5-week workshop series that takes place on campus. Sessions take place on Tuesday, Wednesday, and Thursday evenings. For Fall 2019, we are recruiting facilitators for the Intro, Plus, Scholars, and Student Org tracks.

Facilitator Responsibilities:
- Actively promote MLEAD opportunities and share marketing materials via email, social media, and events
- Review and deliver curriculum including experiential activities and discussion for a group of 15-25 participants
- Work closely with 1-2 co-facilitators to plan and implement weekly 90-minute sessions, manage session logistics, organize participant communication, and build community among participants
- Provide feedback on program curriculum and structure

**Maryland Leadership Conferences:** One and two-day programs that take place on and off-campus. Conferences take place on various weekends throughout the semester.

Fall 2019 Conferences will include:
- Maryland Leadership Summit (October 5th)
- Maryland Leadership Conference (November 9-10th)

Facilitator Responsibilities:
- Actively promote MLEAD opportunities and share marketing materials via email, social media, and events
- Review and facilitate curriculum, activities, and discussion for groups of 10-15 participants
- Assist with planning and implementation of large group events and activities for 50-100 participants
- Work closely with 1 co-facilitator to plan curriculum, assist with program management, and build community among participants
- Provide feedback on program curriculum and structure

Email mdlead@umd.edu with any questions.