



Facilitator Application Packet

Thank you for considering service as a Facilitator at Ingersoll Gender Center! We have prepared the information below to help you understand what Facilitators are expected to bring to our work, and the basic level of duty required of all our facilitators.

If, after carefully considering these notes, you would like to formally apply to train to be a facilitator, please fill out the Application Form included. Application is only one step. Our Board will review all Applications carefully.

Please email your completed Application to:

Ingersoll Gender Center
Board of Directors
ingersollgender@gmail.com

Facilitator Commitment Involves:

- Facilitate or co-facilitate at least two support groups each month, requiring approximately 2.5 hours each, and typically on Wednesday evenings.
- Attend facilitator retreats and/or trainings set up by the Board, typically on Saturdays for 4 hours six times each year.
- Represent the Center with professionalism and pride.
- Understand that Ingersoll expects you to view service to the Center as a serious volunteer responsibility. Check carefully to be sure Ingersoll groups will not conflict with other things you are doing or other volunteer service.
- Communicate clearly and quickly via email with the Chair of Support Services surrounding scheduling. Expect to schedule at least one month in advance.
- Follow the facilitation standards and policies of the center, and uphold the mission and values of Ingersoll Gender Center in good faith.



Date:

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Please Also Include Your Professional Resume and a Cover Letter

Legal Name:	Pronoun:
Preferred Name (if different):	
Address:	
Home Phone:	Cell Phone:
Email Address:	
Webpage (if any):	
Preferred Method of Contact:	
Current Employer:	
Profession:	
If applicable, please list any current professional certifications or licensures you hold:	
If applicable, please list all academic degrees earned, including name of educational institution and year degree was earned:	

How and when did you first learn of Ingersoll Gender Center?

Have you attended support groups at Ingersoll? If so, please detail:

What is your impression of the current role of Ingersoll Gender Center within the Community?

Please list any volunteer experience and/or facilitation experience you have that your resume does not reflect. Please detail:

Why are you interested in facilitating support groups for Ingersoll Gender Center?

Please list any other details you would like us to consider:

Note: Please inform us if you have any special needs we need to be aware of that may limit your participation, or for which we need to make advance arrangements in order to accommodate. We are happy to do so!