



FASD Program Manager

Illuminate Colorado is a statewide 501(c)(3) organization working to strengthen families, organizations and communities to prevent child maltreatment. With a research-based approach that emphasizes building promotive and protective factors, we address systemic and multi-sector issues by collaborating with families and partners at the community, state and national level to develop and implement powerful programs, policies and initiatives that build brighter childhoods in Colorado.

Our organization is working to build an inclusive and diverse team of passionate experts who value each other's differing lived experiences and backgrounds. All of our work is grounded in the foundations of equity and inclusion, family and community driven, holistic, and multigenerational approaches – and guided by our core values of empathy, innovation, growth, and integrity. Learn more at <https://www.illuminatecolorado.org/about/>.

Role: Illuminate Colorado serves as the Colorado State Affiliate for FASD United. The Fetal Alcohol Spectrum Disorder (FASD) Program Manager supports families raising a child/youth with an FASD or suspected FASD with expert, confidential support and referrals. The FASD Navigation Program serves members of the FASD community, including professionals, and anyone in need of support in accessing or understanding resources and services, information about prenatal alcohol exposure, or with a question about any facet of FASD.

Specific Duties Include:

Establish, implement, and support FASD Navigation Program across Colorado

- Support families with a child/youth with FASD, or suspected FASD, to develop individualized action plans based on individual strengths and needs, and informed by the child/youth and family's vision, goals, and concerns;
- Support connections to diagnostic supports, as available, and provide information to families as post-diagnosis support;
- Facilitate access for the family to relevant services; make appropriate linkages to services and supports for the parents and/or the family as a whole in order to enable them to better support the needs of the child/youth;
- Build organizational relationships and develop/maintain a list of potential resources and supports for families;
- Monitor data collection and evaluation efforts; and
- Support outreach, promotion, and retention activities.

Effectively partner with internal teams doing FASD related activities, including:

- Participate in SuPPoRT Colorado FASD Work Group
- Partner with Education Team on FASD Trainings
- Align with Circle of Parents Team on FASD groups

Ensure completion of grant deliverables, expansion and innovation within the program, and implementation of program evaluation plans.

Other duties as assigned.

Experience, Skills, and Qualifications:

- At least three to five years experience working with families impacted by Fetal Alcohol Spectrum Disorders, physical, developmental or intellectual disabilities, neurodivergence, and/or system involvement
- Familiarity with foster, adoptive, or kinship parenting, resource and referral systems, navigation or care coordination, public benefit eligibility, etc.
- Lived experience with Fetal Alcohol Spectrum Disorders and/or developmental disabilities is highly desirable
- Strong written and verbal communication competencies
- Relationship building and management skills
- Ability to prioritize multiple work assignments
- Ability to work independently on projects and meet deadlines
- Excellent decision-making and problem-solving abilities
- Impeccable work ethic, personal integrity, and transparency
- Excellent training and facilitation skills
- Superior adaptability and flexibility
- Fluency in Microsoft Office Suite (Word and Excel), Google Suite, Zoom, and ability to quickly learn other software or technology systems and programs

Compensation:

Full-time, salaried, exempt position eligible for benefits. Starting salary is negotiable and commensurate with skills and experience in the range of \$50,000 - \$60,000.

Illuminate Colorado offers health and dental benefits as well as participation in a 401K, EAP, and Life Insurance benefits. In addition, Illuminate Colorado has an unlimited paid time off policy and offers both flexible scheduling and remote work. Residency in Colorado, or anticipated relocation to Colorado in the near future (at your own expense), is a condition of employment with Illuminate.

To Apply:

Please submit a cover letter, resume, and three references via email with “FASD Program Manager” in the subject line to hire@illuminatecolorado.org.

Application Deadline:

July 5, 2023 at 5 pm

We are dedicated to building a diverse, inclusive and authentic workplace, so if you're excited about this role but your past experience doesn't align perfectly with every qualification in the job description, we encourage you to apply anyway.