



## **Social Group Lead Facilitator for Autistic Adults**

**Position Title:** Lead Facilitator

**Reports To:** Director of Programs

**Position Type:** Contract (as applicable) Required Weekend Availability

**Location:** In-Person Western Slope– Colorado

**Compensation:** \$25-\$30 an hour

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### **Position Summary**

**The Lead Facilitator for the Autistic Adults Group (Ages 18+)** plays a key role in fostering a welcoming, inclusive, and engaging environment where autistic or neurodivergent adults can connect, develop friendships, and build social confidence. As the Lead Facilitator, you will be responsible for planning and leading social group gatherings, guiding discussions, and ensuring a positive experience for all participants. You will work closely with a Co-Facilitator and organizational staff to design and implement activities that support social engagement, peer support, and self-expression in a neurodiversity-affirming space. This position is ideal for someone passionate about supporting autistic people and skilled in group facilitation, social skill development, and community-building.

### **Key Responsibilities**

- **Group Facilitation and Leadership:**
  - Plan and lead regular social group meetings, balancing structured activities and open social time.
  - Create a respectful, inclusive, and engaging environment that encourages meaningful social interactions.
  - Support discussions on topics relevant to autistic adults, such as friendships, self-advocacy, and shared interests.
  - Work collaboratively with a Co-Facilitator to manage group dynamics and ensure a positive experience for all members.
  - Work with organizational leadership to align group initiatives with broader organizational goals.
- **Program Planning and Coordination:**
  - Develop and implement activities tailored to the strengths, interests, and needs of the group.
  - Adjust facilitation techniques to accommodate different communication styles, sensory needs, and accessibility requirements.
  - Organize events in case of emergency and be able to adapt to environments for social groups.  
Ensure adherence to group guidelines and safety protocols.
- **Community Building and Support:**
  - Foster a sense of belonging and connection among participants.
  - Encourage peer-to-peer interactions while providing guidance when needed.
  - Promote self-advocacy and empower participants to share their experiences and perspectives.
  - Address conflicts or challenges in a respectful and solution-focused manner.
- **Administration, Reporting, and Communication:**
  - Maintain records of attendance, session topics, and participant feedback.
  - Communicate with the Director of Programs and Co-Facilitator regarding group progress,

This description can be adjusted based on the organization's needs and specific requirements for the role.

- challenges, and areas for improvement.
  - Gather participant input to refine and adapt activities based on their interests and needs
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## Key Competencies

- **Leadership:** Ability to guide group dynamics and create a positive, structured environment.
  - **Empathy and Inclusivity:** Understanding and appreciation for neurodiversity and diverse communication styles.
  - **Active Listening:** Attentiveness to participants' verbal and nonverbal communication, ensuring all voices are heard.
  - **Conflict Resolution:** Ability to address challenges and foster solutions that maintain group cohesion.
  - **Adaptability:** Flexibility in facilitation methods to meet the evolving needs of the group.
  - **Creativity:** Skill in developing engaging and interactive activities that support social connections.
  - **Collaboration:** Works effectively with the Co-Facilitator, program staff, and participants.
  - **Cultural Competence:** Respects and values diverse backgrounds, identities, and social experiences.
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## Requirements and Qualifications

### Education and Experience:

- Experience working with adults in a social, educational, or therapeutic setting.
- Background in psychology, education, social work, programming, or a related field (preferred but not required).
- Experience facilitating social or recreational group discussions or activities (preferred).
- Knowledge of autism and neurodiversity, either through lived experience or professional work.

### Skills and Attributes:

- Strong communication and interpersonal skills.
- Patience, empathy, and the ability to foster a supportive group dynamic.
- Comfortable guiding both structured and unstructured social interactions.
- A commitment to creating inclusive and empowering spaces for autistic individuals in social settings while working independently and with a team.

### Technical Requirements:

- Access to a reliable computer, internet connection, and video conferencing tools (e.g., Zoom).
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## Preferred Experience (Not Required)

- Planning social group outings or programming.
  - Experience working with or supporting neurodiverse communities.
  - Knowledge of accessibility best practices in meetings and events.
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## Time Commitment

- Expected hours of 4–8 hours per month, including meeting time, preparation, and social meetings.
  - Mandatory ASC meetings and optional events (annual fundraisers, community or sponsored events)
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## Application Process

This description can be adjusted based on the organization's needs and specific requirements for the role.

Interested candidates should submit a brief cover letter outlining their qualifications and interest in the role and resume to [program@autismcolorado.org](mailto:program@autismcolorado.org). Applications will be reviewed on a rolling basis until the position is filled.

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