

Ohio Coalition Institute Coach Position Description: Community Readiness - Tri Ethnic Model

Position Overview

In partnership with the Ohio Department of Mental Health and Addiction Services (OhioMHAS), Prevention Action Alliance is committed to providing equitable learning opportunities that will empower Ohio's diverse community coalitions. The Ohio Coalition Institute and Prevention Action Alliance seek experienced coalition leaders to serve as coaches and facilitators for a statewide training initiative. Coaches will play a vital role in building capacity and providing guidance to coalition members across the state through structured training sessions and ongoing support. This grant opportunity is intended to increase the number and quality of coalition trainers across the state and to support emerging and new coalition leaders as they work to address their specific community's needs.

There will only be 8 - 10 Ohio Coalition Institute Coaches selected to participate in this opportunity.

Primary Responsibilities and Information

- Once trained in the Community Readiness Tri Ethnic Model, lead/ facilitate one (1) coalition training series as arranged by Ohio Coalition Institute and Prevention Action Alliance. Dates and times to be determined and/or as needed throughout the state. These training courses could be in various settings such as in-person or virtual.
- Coaches will be considered a contractor through Prevention Action Alliance and will receive tax documentation to reflect that agreement.
- Lead and facilitate training sessions as part of a comprehensive coalition development program, potentially working collaboratively with a co-facilitator to deliver high-quality educational content and facilitate engaging group discussions. Curriculum has been developed, will be provided, and can adjust to meet co-facilitators' personal training styles.
- Provide regular coaching and mentorship to assigned coalitions through scheduled virtual sessions, helping them implement learned strategies and overcome challenges in their local contexts. Each coach will be assigned a minimum of one coalition to provide coaching and mentorship.
- Offer technical assistance and respond to assigned coalition needs through various communication channels, ensuring timely and effective support.

Time Commitment and Key Activities

- Attend **mandatory** in-person Coaches Orientation and Training (TOT)
 - May 29, 2025 – 9 am – 4 pm – Columbus, Ohio
- Attend and help facilitate one (1) Prevention Action Alliance/ Ohio Coalition Institute training series (6-7 sessions in the series) by May 29, 2026.

Time Commitment and Key Activities Cont.

- Dates of coalition training to be determined based on FY 2026 funding announcement
- Participate in virtual planning sessions (as needed in addition to orientation work sessions)
- Conduct bi-weekly coalition coaching sessions (virtual) – scheduled with one coalition directly in between scheduled virtual trainings – anticipated 1 hour in length
- Provide additional technical assistance to assigned coalitions as needed (virtual, email, phone)
- Provide coalition progress notes following each coaching session and additional technical assistance support/session
- Participate in monthly coaching check-in meetings (virtual) with PAA Staff/Consultants – dates/times TBD

Required Qualifications

- Demonstrated experience in coalition leadership and community engagement
- Strong facilitation and presentation skills in virtual setting
- Ability to effectively coach and mentor others
- Excellent communication skills across multiple platforms (in-person, virtual, written)
- Reliable access to technology for virtual sessions
- Availability to fulfill all time commitments listed above

Preferred Qualifications

- Previous experience providing training or technical assistance
- Experience with virtual facilitation and coaching
- Track record of successful coalition project implementation

Application Link

<https://www.surveymonkey.com/r/commreadinesscoach>

Anticipated Timeline:

- Application shared with potential candidates: 4/24/2025
- Application due to PAA: 5/8/2025
- Decision made by PAA/Consultant staff: 5/15/2025
- Candidates notified by PAA: 5/16/2025
- Signed documentation and contracts due to PAA: 5/22/25 End of Day no later than 5pm EST

Compensation

Stipend of \$3000, paid in a one-time disbursement upon completion of the TOT in person training.

Compensation Cont.

Please note that mileage, food, hotel accommodation, etc. are included in the amount of the stipend. There will not be additional reimbursement for this or other training-related travel.

Estimated hours: 40-55 hours

- Coach Orientation: 7 hours + travel to and from Columbus area for in-person training at Prevention Action Alliance, 6171 Huntley Road Suite G Columbus, Ohio 43229 (travel costs are based on the starting location of the coach)
- Facilitation Prep for your assigned training sessions: 10 – 15 hours
- Coalition Coaching Sessions: 7 – 12 hours – flexible times to meet with your coalition
- 6 Foundational Institute Virtual Training Sessions: 9 -12 hours
- Monthly Coaches Check In's (dates/times TBD): 5 hours



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The Community Readiness - Tri Ethnic Model -Train the Trainer Request for Application is made available through Prevention Action Alliance, in partnership with the Ohio Coalition Institute, with funding from the Ohio Department of Mental Health and Addiction Services.