



**HANDS &
VOICES™**

PO Box 3093

Boulder CO 80307

(303) 492-6283

Posted 6.23.20

Hands & Voices Family Leadership in Language and Learning (FL3) Center Consultant for Underrepresented Populations

(this position is an independent contract position) Apply online at:

<https://www.surveymonkey.com/r/fl3consultantposition>

For the purposes of this consultant position, “underrepresented populations” is intended to be inclusive of but is not limited to: underrepresented racial and ethnic groups (i.e., Hispanic or Latino, American Indian or Alaskan Native, Asian, Black or African-American, Native Hawaiian or Pacific Islander, two or more races (OMB), nationality, language, locality, sex, sexual orientation, gender identity, disability, socio-economic status, and those who have adopted children who are DHH, etc. 8 Centers for Disease Control and Prevention (2018, September 10). Annual Data Early Hearing Detection and Intervention (EHDI) Program. Retrieved from: <https://www.cdc.gov/ncbddd/hearingloss/ehdi-data.html>

Job Description:

The consultant will perform a variety of activities to facilitate the inclusion of and develop leadership opportunities for underrepresented populations within the Early Hearing, Detection & Intervention systems of care, focusing on the primary goals of the FL3 Center. For more information about the FL3 Center, see:

<https://handsandvoices.org/fl3/index.html>. The consultant will provide support to the Principal Investigator and FL3 Center Director, serve on FL3 Advisory committee, and work on various projects as appropriate

Activities include:

- Review existing resources from National Center for Cultural Competence and other models.
- Identify, establish, and conduct a Plan for Diversity and Inclusion (PDI) Ad hoc Expert Group,
- Develop/facilitate diversity trainings for staff/board members and ongoing follow up.
- Provide technical assistance, training, and education to be incorporated into all trainings of the FL3 through use of commonly constructed PowerPoints, checklists, and sample models.
- Utilize input from the FL3 Advisory Board, the H&V Spanish Council and the Underrepresented Populations Expert Group for projects that address inclusion and targeted recruitment of underrepresented populations in family engagement, leadership, and family support across the state/territory EHDI systems of care.
- Work with H&V Director of Data and Evaluation to gather data, analyze results, and prepare reports and other written materials.
- Other job-related activities as assigned.





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Required Qualifications

- Personal alignment within the context of the Hands & Voices mission statement and key philosophies of support to families without a bias around communication and language decisions made by families who have children who are Deaf/Hard of Hearing.
- Life experience in one of the identified areas of underrepresented populations
Leadership skills to authentically lead and inspire others to create a culture of inclusion and diversity.
- At least Two years of experience with multicultural, diversity-related work or policy implementation.
- Any appropriate combination of relevant education, experience, and/or certifications may be considered.
- Experience creating presentations and talking in front of large groups.
- Experience operating personal computers and proficient with Microsoft Office (Word, Excel, PowerPoint)

Preferred Qualifications:

- Bilingual. (English, Spanish, ASL, etc.)
- Life experience in one of the identified areas of underrepresented populations
- Knowledge of deafness/EHDI systems
- Experience tracking, gathering, and analyzing data.
- Knowledge, Skills & Abilities
- Excellent interpersonal, and written communication skills.
- Excellent organizational skills and an ability to prioritize and complete simultaneous projects within deadlines.
- Ability to think critically and make clear, well-reasoned and timely decisions.
- Ability to work successfully as both a member of a team and independently with minimal supervision.
- Proven ability to interact in a professional manner with a diverse group of staff, faculty, students, and the public.
- Ability to maintain confidentiality and discretion always.
- Ability to leverage diversity and inclusion expertise to help H&V HQ be thoughtful and responsive to the entire community.

Hourly Consultant fee range:

\$25 - \$35 per hour depending on qualifications

