



Contract Instructor Role Description 2025

The Conflict Center is a leader in conflict transformation in our community through education, skill building, and dialogue. We provide workshops and classes to youth, adults, and organizations that allow room for people to explore the roles that conflict and anger play in their daily lives and relationships, as well as specific topics such as restorative practices and organizational culture. Instructors play a critical role in creating an environment for our participants that is conducive to learning and growth.

We are seeking independent contractors to add to our pool of highly qualified instructors! Ideal candidates should:

- Share our values of belonging, relationship building, peaceful conflict navigation and managing anger and emotions
- Reflect the diverse populations we serve
- Be comfortable working with adults and/or youth in a variety of learning environments
- Have daytime availability/flexible schedule
- Be interested in having a long-term working relationship with TCC.

Contract instructors complete a yearly consultant agreement with The Conflict Center and accept assignments as they become available. To stay active in our contract pool, we ask that contract instructors take on at least one class or workshop a year. Workshops can range from a one-time, one hour assignment to a recurring series that lasts for many weeks, and various offerings in between. Workshop assignment and length depend on the needs of our partners, which include schools, nonprofit organizations, for-profit businesses, interest groups, government agencies, and more.

We invite you to become part of a growing and diverse organization committed to promoting healthy and peaceful ways of navigating anger and conflict while strengthening relationships.

Qualifications/Standards of Training:

Through our training process, contract instructors will become familiar with The Conflict Center's philosophy and approach to navigating conflict. In addition to the concepts covered in the training, qualifications for contract instructors include:

- Familiarity with effective communication skills such as active listening and assertive communication
 - Having a strong understanding of your own approach to anger management and conflict navigation
 - Comfort with group instruction techniques
 - Ability to turn challenges into opportunities
 - Demonstrating adaptability and flexibility
 - Ability to create a learning space for all clientele by centering belonging
 - Having an intermediate to advanced understanding of implicit bias, cultural humility, and incorporating lived experience into the content
 - Ability to travel to various sites around the Denver Metro area
 - Experience and comfort using Google Suite products and/or Microsoft Office
 - Comfort with independently setting and troubleshooting presentation related technology , including connecting computer to HDMI/projector, using mobile hotspot, and presenting slides
-

All applicants must be available to attend at least one Train The Trainer Session during the week of July 21st to July 24th, taking place from 9:00am to 4:00pm.

The timeline for this process is as follows:

- Application will be available from **April 21st to May 19th**
 - Interviews for applicants will be conducted from **May 19th to June 27th**
 - Invitations will be sent out on a rolling basis, no later than July 3rd
 - Invited Contract Instructors will attend Train The Trainer for their program(s) of choice on up to two of the following days:
 - **Monday, July 21st:** Addressing Conflict and Anger Effectively & Organizational Workshops
 - **Tuesday, July 22nd:** Restoring Peace
 - **Wednesday, July 23rd:** Restorative Practices in Schools & Peer Ambassadors
 - **Thursday, July 24th:** Rethinking Conflict & Building Healthy Relationships
-

Addressing Conflict and Anger Effectively

- Purpose of Program: Addressing Conflict and Anger Effectively provides participants with practical tools for managing emotions, addressing anger, effectively communicating feelings and needs, and improving relationships with friends and family

- Audience: Adults—court required or self-referred
- Location: Virtually (Zoom) and in-person
- Time Commitment:
 - Virtual series: Monday, Tuesday, or Wednesday nights over 6-week periods, from 5:30 - 7:30pm, or 6:00 - 8:00pm
 - In-person: Two consecutive Saturdays from 9:00am - 3:30pm

Organizational Workshops

- Purpose of Program: TCC provides prebuilt and custom workshops to organizations covering a range of subjects, including navigating conflict, tools for de-escalation, building a culture of healthy communication, power dynamics, and addressing bias.
- Audience: Adults in various types of organizations, ranging from small nonprofits and libraries, to large corporations and government entities
- Location: Virtually or onsite at a partner organization, around the Denver Metro area or across the state as needed.
- Time Commitment: During the workday or occasionally weekends/evenings as needed

Restoring Peace: Practical Tools for Parents and Families

- Purpose of Program: Instructors for Restoring Peace will take many of the same principles that are taught in our adult and school-based conflict navigation workshops and apply them to building and maintaining a healthy and mutually respectful family unit.
- Audience: Parents, legal guardians, social workers
- Location: Primarily on-site at The Conflict Center office, or virtual
- Time Commitment: Instructors will need availability Saturdays, 9:30am - 3:30pm (time commitment is subject to change according to client needs)

Restorative Practices

- Purpose of Program: To support school staff in reflecting on their responses to conflict with students when it occurs, and teach skills that support shifting from punitive responses to restorative responses to conflict that incorporate accountability, compassion, empathy, and harm repair.
- Audience: Classroom teachers, administrators, mental health support, youth organization staff
- Location: Most commonly at school sites
- Time Commitment: Instructors will need availability Monday - Friday, 8:00am - 4:30pm to deliver the workshops (time commitment is subject to change according to client needs)

Restorative Practices Peer Ambassadors

- Purpose of Program: Students will learn the foundational tenets of restorative practices and how to apply them when helping others to navigate conflict nonviolently
- Audience: Youth aged 10 - 18
- Location: Most commonly at school sites
- Time Commitment: Instructors will need availability Monday - Friday, 8:00am - 4:30pm to deliver the series (time commitment is subject to change according to client needs)

Building Healthy Relationships: A Social Norming Model

- Purpose of Program: Building Healthy Relationships is an in-school program in which high school students learn about healthy/unhealthy relationship behaviors, boundaries, consent, digital dating abuse, bystander intervention, and other related topics, after which they create a messaging campaign to educate their peers about and advocate for a culture of healthy relationships in their school.
- Audience: High school students in the Denver Metro Area.
- Location: In a predetermined classroom at a partner school in the Denver Metro Area.
- Time Commitment: Weekly during the school day over the course of 7-14 weeks, covering 10.5 hours of instruction.

Rethinking Conflict

- Purpose of Program: Rethinking Conflict is a social-emotional learning curriculum designed to provide youth with the tools needed to transform conflict in their lives to become a positive force of growth and building strong relationships. Schools and organizations may opt to customize the curriculum for their needs and/or time constraints.
- Audience: Youth aged 11-17 in the Denver Metro Area.
- Location: Primarily in a predetermined classroom at a partner school in the Denver Metro Area. May also take place at a partnering organization or on site at The Conflict Center.
- Time Commitment: When taking place in schools, up to 12 hours of instruction delivered through a series of weekly workshops during the school day over the course of 8-16 weeks. When taking place on site at The Conflict Center, two consecutive Saturdays from 9:00am-4:00pm.

Instructor Payment

Current Payment Rates for instructors and trainees:

	2 hours	Half day	Full day	Series**
--	----------------	-----------------	-----------------	-----------------

Instructor rate	\$300.00	\$600.00	\$900.00	\$1,500.00
Trainee rate*	\$150.00	\$300.00	\$450.00	\$750.00

Once a prospective instructor has completed Train The Trainer for their selected program(s), the Program Manager who oversees the respective programming will discuss scheduling a co-facilitation opportunity with a mentor. The mentor will evaluate and provide feedback on the co-facilitation process, and provide it to the Program Manager and trainee. If all involved feel that the programming is a good fit for the instructor, they will be moved forward in the process of becoming a full instructor with The Conflict Center. New instructors will be paid a one-time \$250 stipend upon completing their first independent training (in addition to the normal instructor pay).

*The Trainee rate is only paid during the evaluation process. Once an instructor is fully onboarded, they will be paid the Instructor rate.

**Series include Addressing Conflict and Anger Effectively, Rethinking Conflict, Building Healthy Relationships, and Restorative Practices Peer Ambassadors. The frequency of series availability is dependent on program and facilitator availability.