



Southern Arizona's Premier Social Service Agency

Old Pueblo Community Services is an EOE/M/F/VET/DISABILITY Employer

Training Manager

The Training Manager is responsible for the implementation of an OPCS Training Academy, including the development of training curriculum, objective staff competencies and performance objectives.

Employee Benefits

Competitive Salary, Employer Subsidized Health Insurance for Employee **and Family**, Employer Matching 401 (k) plan (after 1 year), Employer Subsidized Dental Plan and Vision Plan, Paid Life Insurance, Employer Paid Training, 160 Hours Paid Time Off (PTO) Per Year

Selected by the Tucson Metro Chamber of Commerce as the best non-profit for Workforce Development in 2019, and Outstanding Non-profit in 2014.

Duties and Responsibilities:

1. Design and implement an OPCS Training Academy for Case Managers, Case Aides, Peers, Navigators, Outreach staff and Interns.
2. Develop Academy training curriculum with objective staff competencies and performance assessment, based on observation and testing.
3. Organize Staff Training Manuals and Checklists for OPCS Program Staff.
4. Collaborate with CT/One training staff, Case Manager Coaching staff, and HR staff in the development, delivery, and maintenance of the Academy.
5. Other duties as assigned.

Preferred Qualification:

Bachelor's degree in social services, education, or related behavioral health field.

Qualifications:

Four years related experience and/or training; or equivalent combination of education and experience. Strong communication, Administrative and interpersonal skills. Knowledge of Adult Learning Theory. Experience working with culturally diverse, LGBTQ+ and criminal justice involved populations. Experience and knowledge of evidenced-based approaches, Harm Reduction, Trauma Informed Care, and Motivational Interviewing. Outstanding written and oral communication skills. Strong computer skills, including experience with MS Word, Power Point and Excel. Ability and willingness to work a flexible schedule when necessary.

Job Status
Full-Time

Pay Rate
\$50,876 - \$74,235

Pay Comments
Salary based on experience.

We are willing to train those who are passionate about helping people and willing to go the extra mile to help the client.

Mail Resume/Application to:

Ms. Jeanie Pike
HR Director
Old Pueblo Community
Services
4501 E. 5th St.
Tucson, AZ 85711

Email Resume/Application to:
hr@helptucson.org



Employment References, drug screen and background check is conducted pre-employment.