

## **Certified Facilitator Position Description**

The American Lung Association Kickin' Asthma® (KA) is an asthma self-management program that builds confidence for children ages 11-16 years old (grades 6-10). KA Certified Facilitators are trained volunteers that guide a group of participants through the KA curriculum in a community or school-based setting. The American Lung Association is grateful for all of the school staff, health professionals, and community leaders who, as Lung Association volunteers, facilitate KA programs.

The KA Certified Facilitator works in partnership with their American Lung Association staff representative to complete the KA Certified Facilitator Training. As a pre-requisite to training, the Lung Association must receive a signed KA Facilitator Agreement form.

The KA Certified Facilitator Training includes two online modules – Asthma Basics and KA Facilitator Training – and a two-hour KA in-person/virtual Skill-Building workshop. During the training, prospective facilitators receive key information on the history of the American Lung Association, details about the KA program, facilitator skills, and KA implementation information. Upon successful completion of the training, facilitators receive a Certificate of Completion from the American Lung Association and a KA Facilitator Kit.

The local Lung Association KA staff representative provides ongoing support to the facilitator.

## Qualifications

- Maintain a tobacco-free lifestyle.
- Experience leading or facilitating a group of children/teenagers in a nonjudgmental, caring manner.
- Demonstrate interest in and commitment to helping children/teenagers with lung disease.
- School staff members, teachers, or school nurses are often ideally suited to become KA Certified Facilitators.
- Community volunteers or parents are eligible to become KA Certified Facilitators but must obtain a background check to the standards of the participating school or school district.
- Re-certification is required.

## **Expectations**

- Successfully complete the KA Certified Facilitator Training.
- Conduct the KA program as outlined in the curriculum and training.
- Prepare in advance for each week's lesson and follow the course curriculum provided in the kit.
- Communicate with the Lung Association KA staff representative about all scheduled KA programs.
- Provide KA evaluation data to the Project Manager.
- Plan to participate on technical assistance calls or webinars, if applicable.
- Work with the KA Project Manager to identify recruitment strategies to attract new participants to the program.

## **Time Commitment**

- Complete the KA Certified Facilitator Training, including the online training and in-person/virtual skill-building session, within a 60-day time period.
- Prepare for each lesson, this may vary based on curriculum and experience.
- Attend four 45-minute group lessons held during the scheduled time in a community or school-based setting.

