



“Online Facilitator”
Teacher – Influencer – Motivator - Inspirational



Online Facilitator – U.S. Based

Contact:

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POSITION SPECIFICATION: Online Facilitator – U.S. Based

The Company	Z1CareerZone (Z1CZ) (www.z1careerzone.com), is a career coaching firm that works with individuals across the entire spectrum of their professional life: undergraduates, recent graduates as well as established professionals. We focus on helping our clients get the job they deserve while building an incredible career. Z1CareerZone is the sister company of Z1 Solutions, Inc., an executive search firm based out of Denver, CO. Z1 Solutions has been recognized as one of the top four executive search firms in the U.S. as voted by the National Association of Personnel Services (NAPS) at their annual convention in St. Louis, MO.
Our Offerings	Z1CareerZone has two offerings for their clients; our Premium Program and our On-Demand Program click here .
Summary	The Z1CareerZone Facilitator is responsible for teaching contracted course(s) in accordance with Z1CareerZone’s curriculum requirements. The Z1CZ Facilitator is contracted to teach and facilitate a meaningful learning experience of the course competencies in the curriculum, proactively supporting all facets of Z1CareerZone’s mission, and working with key members of the Z1CZ team to support student / client success. The facilitator is responsible for fostering and encouraging an online culture of learning through appropriate delivery tools and methods.
Experience	5+ years of work experience with one or more of the following roles: training & development, coaching, counseling, teaching, online / video facilitating and appropriate industry knowledge.
Required Skills	<ul style="list-style-type: none">• Training & Development - Mentoring / Teaching / Coaching / Facilitating• Strong Interpersonal and Communication Skills• Demonstrated Strong Presentation Skills• Self-starter and a high degree of Personal Accountability• Social Media Proficiency (LinkedIn® and other social media apps)• Skilled with learning management software or ability to learn quickly
Key Attributes	<ul style="list-style-type: none">• Positive Attitude• Infectious Personality• Authentic and Empathetic• Professional Presence
Education	Preferred: <ul style="list-style-type: none">• 4-year undergraduate degree (BA or BS) in one of the following disciplines: Business, Business Management, Education, Counseling, or Communications• Teaching License / Certification

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Commitment

Part-Time

Scope of Responsibility

As a Z1CareerZone Facilitator, you have a passion and a track record for bringing out the best in clients. You combine your expertise in facilitating and industry knowledge to provide targeted training sessions to boost client satisfaction. You are a strategic leader that flourishes in a classroom and during online sessions. Using your extensive training and facilitation experience, you provide training programs through a variety of methods to include presentations and online materials.

The Z1CZ Facilitator will be responsible for effectively leading our clients through our On-Demand Program. The main responsibilities are as follows:

- Gain expertise in Z1CareerZone training curriculum and process
- Facilitating and video recording the Z1CareerZone online curriculum
- Follow Z1CZ approved curriculum course outline
- Present material in an engaging and positive fashion
- Respond to student / client questions via email within 24 hours
- Guide our clients through Z1's proprietary "5-Zone training process"
- Administer and guide clients through selected Z1CZ assessment tools
- Involvement in local workshops and seminars as appropriate
- Active participation with Z1CareerZone webinars, conference calls and national / local meetings
- Refer students to Z1CZ Certified Coaches as appropriate

Compensation

Facilitators will be paid per the Z1CareerZone 2020 commission plan.

Applications

Z1CareerZone is currently accepting applications throughout the U.S. for the following facilitator positions listed below. Feel free to apply [here](#) or through our website [here](#).

- **Facilitator, General:** Z1CareerZone's curriculum
- **Facilitator, Outplacement Services:** Z1CareerZone's curriculum designed specifically to a group of individuals who were downsized from their company.
- **Facilitator, Military Veterans:** Z1CareerZone's curriculum designed specifically for military veterans transitioning into civilian work.
- **Facilitator, Market Re-Entry:** Z1CareerZone's curriculum designed specifically for those individuals who have been out of the workforce for several months or years and have a need or desire to re-enter the marketplace for a variety of reasons.
- **Facilitator, Professionals:** Z1CareerZone's curriculum designed specifically for those professionals who are either disengaged or do not like their current work and are wanting to learn the type of work that they will enjoy and thrive.
- **Facilitator, Recent College Graduates:** Z1CareerZone's curriculum designed specifically for those recent graduates who are struggling to find professional work within the first 3-5 years following college graduation.
- **Facilitator, College Undergraduates:** Z1CareerZone's curriculum designed specifically for those undergraduate college students who want a differential advantage to their competition when it comes to identifying and attaining meaningful internships while in college and attaining professional positions upon graduation.

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