

Associate Facilitator (Volunteer)

[About Halogen Foundation \(Singapore\)](#)

Halogen Foundation (Singapore) aims to make quality leadership and entrepreneurship education and mentorship programmes available and accessible to all youth, regardless of background, race, income, or religion - with particular focus those who are disadvantaged, come from challenging family backgrounds, and/or are in need of financial assistance.

Founded in 2003, we are an Institution of a Public Character (IPC) charity focusing on building young leaders and entrepreneurs. Defining leadership and entrepreneurship as influence, Halogen Foundation believes that every young person has innate potential to influence and lead, becoming positive change-agents. By developing an entrepreneurial mindset, youths can be further equipped to contribute positively to society.

Our vision is realising a world made better by future-ready young people who step up and catalyse change in their communities.

About the Associate Programme

The Associate Programme (AP) aims to provide platforms for interested volunteers to explore both personal and professional growth through our dynamic operations. Be surrounded by like-minded individuals to make an impact in the lives of youth.

Responsibilities

As the Associate Facilitator with Halogen, you will join our frontline team in delivering impactful programmes to the youths we serve with your main role being guiding and facilitating students through entrepreneurship programmes in a classroom setting.

- Organize and deliver entrepreneurship programmes for youths aged 9 - 18 years old
 - Content, facilitators' guides and relevant links will be provided for facilitators to deliver leadership & entrepreneurship programmes for youths
- Interact with youths to guide them in their personal leadership growth and preparing themselves for the future.
- Through the programmes, develop character, mindset and softskills in youths.
- Work closely with our Academy Operations team in the smooth delivery of programmes.

The typical process for our Associate Facilitator is as follows:

- Attend our 1 Day Facilitator Orientation Session - The session encompasses an introduction of Halogen, sharing of our opportunities, and includes a workshop for participants to learn basic facilitation techniques & skills! It is also an opportunity for incoming volunteers to get to know one another!
- Sign up for 2 On-The-Job Training sessions where you would experience facilitation with a group of students and gain an opportunity to try running an ice breaker with students
- Become a full-fledged Associate Facilitator!

The commitment for our Associate Facilitators is Ad-Hoc, do come down for training during your availability and clock hours through the Entrepreneurship programme!

Requirements

As an Associate Facilitator, you are required to:

- Be at least 18 years old
- Energetic and have a contagious enthusiasm that is able to engage youths
- Be able to communicate well with youths
- Be adaptable and be able to facilitate a group of 6 – 8 youths in discussions for our programmes
- Work with Halogen team in ensuring the smooth delivery of the programme in physical and/or online classrooms.
- Abide to the MOE Code of Conduct for Instructors
- Apply and be certified for MOE-IRS

What's In It For You?

As an Associate Facilitator with Halogen, you will be part of our Halogen+ Community - containing like-minded individuals, who have a passion to influence others positively, converge, share ideas, and serve youths directly.

To enable the community of Halogen+ to grow their journey in moulding young people in their leadership and entrepreneurship development, we support our community members through these key pillars - Contribution, Catalyst and Community.

- Make meaningful impact in the lives of young people while developing essential skills in facilitating discussions and conversations
- Work closely with the Halogen Team and be able to receive feedback and coaching to refine your facilitation/training skill sets
- Be exposed to a range of developmental opportunities from Halogen - personal development workshops and career conversations (H+ Hustle)
- Opportunity to attend Halogen events, such as our fundraising events like Golf & Gala
- Connect with other volunteers who bring varying experiences and knowledge, enriching your understanding of different cultures and perspectives through appreciation events organised by Halogen (H+ Huddle & H+ Hangout)
- Claim **\$15/hour allowance** for each school training session you volunteered for as a facilitator

Desired Skills and Experience

This position requires the following skills: Responsible in all things - to work, to people, to youth, and to yourself, People Skills, Relationship Building, Verbal / Written Communication