



## *Roots of Empathy Seattle Program Coordinator*

### **Who are we?**

Roots of Empathy is an internationally acclaimed, award winning, children's charity, founded in 1996 by award-winning social entrepreneur, educator and author, Mary Gordon. There are two elements to Roots of Empathy, our empathy-based children's programs that have reached over 1.2 million children and our empathy movement. The organization and its Founder have received prestigious international and national awards for innovation including HundrED, a global education not for profit based in Finland. Roots of Empathy has won the distinction of being one of the top 100 Education Innovations every year since HundrED started giving the awards. Roots of Empathy has been given the Hall of Fame Distinction and in 2025 was awarded one of a small group education programs, the world's top ratings for providing wellbeing programs in schools. Roots of Empathy and our Founder have been cited in more than 1,200 scholarly articles/books in more than 60 countries around the world and we regularly contribute to the global discussion of empathy.

The Roots of Empathy Program is an evidence-based program delivered in elementary schools and is evidence-based to reduce aggression, including bullying, and to increase prosocial behaviours (caring, sharing, helping including and kindness) and empathy. The program's success has been proven by over 2 decades of independent research.

Roots of Empathy first came to the United States in 2007 and Seattle was our first US implementation.

### **The Opportunity**

Reporting to the International Liaison, this position is responsible for building and maintaining relationships with Instructors, families, school districts and community agencies.

If you are inspired by making a difference in the lives of children, enjoy meeting new people, building relationships and connections with schools, agencies, and, community leaders, and families, this is your opportunity to join our team. We are looking for someone who is a self-starter and used to working within a supportive team. You are known for your professional, friendly and collaborative working style and are confident when dealing with a variety of stakeholders, including school administrators, and community leaders.

### **Key Responsibilities Seattle, Program Coordinator:**

- Support Roots of Empathy Instructor training(s) and program delivery logistics
- Assist with the identification and recruitment of potential Instructors and families/baby
- Secures training locations and coordinate logistics of training, including dates, meals and refreshments, audiovisual equipment and number of participants, in collaboration with the International Liaison
- Oversee the Roots of Empathy programs throughout the Greater Seattle Area
- Monitor progress and provide updates on the status of programs
- Make presentations to raise and maintain the awareness of the program
- Work with the International Liaison to promote public awareness of the program at community events and respond to media and VIP requests
- Maintain police clearance for Instructors
- Deepen relationships and explore opportunities to work collaboratively with communities across the Greater Seattle Area, organizations and agencies in Seattle to: (i) broaden mutual awareness and understanding; (ii) explore opportunities for programs growth and (iii) interest in funding partnerships to sustain programs

### **Who Are You?**

- Must have a strong understanding and belief in the mission, goals and values of the Roots of Empathy organization
- Knowledge of the Roots of Empathy organizational programs would be an asset
- Successful experience with project management
- Strong problem-solving skills, work independently while maintaining a strong reporting relationship, flexibility and comfortable in an ever-changing work environment
- Well versed in Word and advanced skills in Excel and PowerPoint
- Excellent oral and written communication skills to communicate effectively with a broad range of audiences and stakeholders
- Strong organizational and multi-tasking skills, time management and attention to deadlines and deliverables
- Strong interpersonal skills, including the ability to work collaboratively
- Ability to travel within the Greater Seattle Area (a valid driver's license and access to a vehicle is required)

**Location:** Seattle, Washington – successful candidate will work remotely from home

**Hourly Rate:** \$30.00 per hour - 20 hours per week

## HOW TO APPLY

Please send your resume and cover letter to Sheri Fogarty - [sfogarty@rootsofempathy.org](mailto:sfogarty@rootsofempathy.org)

**Application Deadline:** Monday, July 14th, 2025

Roots of Empathy is committed to the principles of equity, diversity, and inclusion in all aspects of our organization. We believe we are stronger when we not only celebrate our many differences, values, and voices, but also include them in practice. This means our organization will actively work to understand and remove barriers to equity and inclusion, be they systematic, physical, or otherwise for all employees including our Board of Directors.