



Job Description Director of Youth Services

Youth Pride Inc.'s mission is to meet the unique and ongoing needs of youth and young adults impacted by sexual orientation and gender identity/expression through advocacy, support, and empowerment to bring about social change.

YPI is in search of the right person to take on the role of Director of Youth Services. The Director of Youth Services will oversee coordination of mental health and case management. This is a part-time position (approximately 25 hours per week) with the possibility of developing into a full-time position, as funding and workload increase. Hours generally occur between 3 and 8pm, weekdays. Some flexibility is required. This position reports to the Executive Director. The right individual will demonstrate a commitment to the mission of YPI, and the ability to work successfully with youth representing diverse backgrounds, circumstances and perspectives.

We are looking for a person who can bring a high level of energy and creativity to duties that include:

- Maintain communication with in house clinicians and others providing one-on-one counseling, supporting advocacy and follow-up efforts
- Provide direct support and referral to appropriate services including those related to housing, medical care, mental health support, education, job training, basic needs, etc.
- Coordinate and facilitate case management which includes streamlining the process, updating forms, overhauling case note/filing system, and collecting data on services provided as well as youth demographics
- Supervise select interns and volunteers
- Spend time in the drop-in center space, socializing with youth; and maintaining case notes regarding relevant interactions
- Assist in planning and facilitation/supervision of in-house programming
- Plan and develop programs and services that are responsive to the needs of LGBTQQ* youth and advance YPI's mission
- Support evaluation, data collection, and reporting efforts
- Attend relevant community meetings, committee service and fund development events
- Perform other related duties as assigned, such as short term project management based on available funding

Qualifications:

- 3-5 years of progressive experience and responsibilities, relevant to the requirements of this position
- Experience working with a diverse population of youth; LGBTQQ* youth experience preferred
- Strong organizational skills including task and time management
- Strong interpersonal skills and ability to work in a team-oriented environment
- Ability to adapt to fast-changing and fast-paced environment with shifting priorities
- Must have a valid driver's license
- Successful candidate must pass a background check
- Bachelor's degree or equivalent experience required; Bachelor's degree in Social Work, Youth Development, Education, or related field desired
- Demonstrated ability to think strategically about and implement concepts of diversity, inclusion, intercultural relations, youth identity development and LGBTQQ* support
- Must be able to handle confidential information and data

Preferred Experience:

- 5+ years prior work experience working with youth ages 8-23 and a strong academic knowledge of youth learning and development theory; experience putting theory to practice
- Experience conducting training and leadership development workshops
- Excellent public speaking and group facilitation skills
- Bilingual in Spanish
- Master's degree in Social Work, Non-Profit Management, or related field

People of color and LGBTQQ* people are strongly encouraged to apply.

Youth Pride Inc. is an equal opportunity employer and service provider and does not discriminate on the basis of race, color, religion, gender, sexual orientation, national origin, socioeconomic status, disability, age, marital status, personal appearance, family structure and/or responsibilities, matriculation, political affiliation, gender identity/expression, or HIV status.

How to Apply:

Please email cover letter + résumé, to Elana Rosenberg, Executive Director at careers@youthprideri.org with the subject line: “[Your Name] Director of Youth Services Application.” Applications reviewed on a rolling basis with an anticipated start date in March, 2019. No phone calls, please.