



Take charge, make *CHANGE*

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**SAFE STREETS CAMPAIGN
JOB ANNOUNCEMENT**

Position: Youth Program Specialist
Reports to: Youth Program Manager
Salary: \$17.00 – \$20.00 per hour (depending on qualifications)
Hours: Full Time – Non-exempt

Position Description:

In this position, you will join a small team of Youth Program Specialists in engaging and mentoring middle and high school students across Pierce County through the Youth Leading Change (YLC) program. Your focus will primarily be working with high school students in the **Franklin Pierce School District**. You will work closely with young people to provide the support, resources, and opportunities they need to positively impact their community and to achieve healthy youth development. In addition to working directly with youth, you will spend time building relationships with school and community partners, conducting outreach, and supporting continuous program improvement.

About Our Organization:

For over 30 years, Safe Streets has united and inspired youth, neighbors and businesses to build safe, healthy, thriving communities across Pierce County. We use research-based strategies to engage and build the capacity of grassroots leaders, supporting them to make positive, equitable changes in our community. Safe Streets fosters a learning culture and a collaborative team environment. The staff work hard and make an incredible difference in the Tacoma and Pierce County community.

About the Program:

Youth Leading Change (YLC) works to weave youth into the larger fabric of grassroots community organizing. In this after-school and summer program, students build leadership and social-emotional learning skills while implementing youth-led projects to improve their schools and larger communities. The overall goal of YLC is that youth grow to become effective leaders and engaged members of the community.

Work Schedule:

This position has a flexible work schedule to accommodate the variety of program activities. Typical hours will be 9:00 AM – 5:00 PM, Monday – Friday, with occasional evenings and weekends.

Primary Responsibilities:

1. Facilitate youth-led YLC chapters at local school and community locations
2. Plan and implement core program offerings including events, field trips, and trainings as related to the YLC program and the interests of youth participants
3. Support youth to plan, implement, and evaluate community action projects

4. Establish positive bonds with youth and support them in developing social emotional learning (SEL) skills through coaching and modeling
5. Conduct outreach to youth through various communication platforms
6. Provide transportation to youth for program activities as needed in personal vehicle; mileage reimbursement provided (Safe Streets has a strict youth transportation policy provided upon hiring)
7. Build collaborative relationships with parents/caretakers, school staff, community-based organizations/groups, public agencies, and individual community members to engage with the YLC program
8. Participate in data-informed decision making and continuous improvement initiatives related to Youth Leading Change and the larger organization
9. Represent Safe Streets and the YLC program at community events
10. Track program membership and participation (registration forms, surveys, sign-in sheets, etc.)
11. Regularly enter program data and maintain accurate records in the online database
12. Proactively work to create an environment within the program and the organization that is inclusive of individuals from diverse backgrounds
13. Contribute to a positive work environment through professionalism, accountability, communication, engagement, and fun!

Required Qualifications:

1. Valid Washington State driver's license, vehicle insurance, and reliable vehicle
2. Minimum of two years previous work experience in youth development
3. Experience in facilitating meetings and discussions
4. Knowledge of and ability to use social media tools
5. Proficiency with Microsoft Office including Word, PowerPoint, and Outlook
6. Ability to thrive in a dynamic, fast-paced environment with shifting priorities
7. Effective oral and written communication skills in the English language
8. Desire to grow personally and professionally, with a commitment to continuous improvement and a learning mindset
9. Ability and desire to relate to and effectively communicate with a variety of audiences, personalities, and perspectives
10. A commitment to promoting the values of diversity, equity and inclusion
11. Demonstrates skills in conflict resolution and teamwork
12. Ability to motivate youth in a positive and productive manner
13. Ability to pass a criminal background check and pre-employment drug screening

Desired Qualifications:

1. Bachelor's degree in social sciences or related field from an accredited college or university
2. Knowledge of and ability to access existing community resources and services
3. Experience in community engagement, advocacy, and/or activism
4. Experience in project management and event planning
5. Second language skills, especially Spanish
6. Prior knowledge and/or experience in the following: Youth Program Quality (YPQ) standards, social emotional learning, trauma-informed care, motivational interviewing, youth development, SAMSHA's Strategic Prevention Framework, Science of the Positive
7. Ability to lift 25 pounds

Our Commitment to Diversity, Equity and Inclusion

Safe Streets promotes culturally competent, community-centered services for neighborhoods resulting in increased representation and collaboration among the diverse communities of Pierce County.

It is the intent of Safe Streets to include all ethnic, racial, and socio-economic groups at all levels of the organization, including staff and board membership. The reality is that many communities remain underserved by mainstream institutions. The aim of Safe Streets is to strengthen advocacy activities in the diverse ethnic, racial and cultural communities and groups of Pierce County.

We’re passionate about creating an inclusive workplace that promotes and values diversity. Organizations that are diverse in age, gender identity, race, sexual orientation, physical or mental ability, ethnicity, and perspective are proven to be better organizations. More importantly, we believe that creating an environment where everyone, from any background, can do their best work is the right thing to do.

Application Procedure:

Please email your resume and cover letter and 3 professional references to: campaign@safest.org with the subject line “YOUTH PROGRAM SPECIALIST.” Priority consideration will be given to those applicants that submit complete application materials by April 30, 2021.

Disclosure:

Nothing in this job description restricts the rights of Safe Streets to assign or reassign duties and responsibilities at any time.

Safe Streets is an equal opportunity employer. All qualified candidates will be considered for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability status, protected veteran status, or any other characteristic protected by law.

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