

Youth Support Specialist

Do you have the ability to connect and inspire youth and young adults? Do you enjoy taking the initiative and using your creativity to grow youth programs? If it's time for you to grow beyond what you are currently doing, then don't wait! Imagine having an opportunity to take a leadership role in program design for youth with an organization that has been empowering young people for over 100 years. Come join our team at YWCA St. Paul. As a Youth Support Specialist, you will support youth and young adults from high school through 24 years in building skills and self-confidence that will help position them for a bright future! This role is based in St Paul, Minnesota, and in early 2022 we will be reopening our office.

Our Youth Support Specialists are responsible for supporting youth and young adults 9th grade – 24 years of age with significant barriers through individual coaching and group facilitation of services and programs to address basic needs, youth empowerment, employment readiness and education. This position ensures a safe and affirming environment for youth of diverse backgrounds and experiences.

In this role you will:

- Plan, implement and facilitate a variety of group activities to develop and create community among youth participants including self-awareness and leadership; life skills essential to independence; job skills; post-secondary exploration; and career planning.
- Provide individual support through coaching, mentoring, advocacy and navigation of community resources.
- Partner with youth to develop education and employment goals, including assistance with completion of High School Diploma/GED, enrollment in college or training programs and job placement and retention.
- Connect with schools, service providers, government agencies and county services to ensure access to resources.
- Represent YWCA St. Paul youth programs in the community and assist in program recruitment efforts.
- Facilitate after school and out of school programming.
- Complete all related administrative duties including documenting case notes, data tracking and goal plans.

The successful candidate must have:

- Bachelor's Degree in social work, psychology, youth work or related field; or equivalent work experience.
- Minimum of two years of youth work experience, including case management and/or counseling experience with youth experiencing barriers such as poverty, homelessness, out of home placement or crisis.
- Commitment and ability to work with diverse populations.
- Minimum of two years' experience in group facilitation, counseling and support services.
- Strong interpersonal communication skills and the ability to manage conflict constructively.
- Ability to maintain confidentiality.
- Basic ability in Microsoft Word, Excel, Outlook.
- Access to reliable transportation for day travel.

YWCA St. Paul offers a flexible work environment, and a competitive benefits package. The hiring range, dependent on experience and qualifications is \$19.50-\$23.00/hour. Vaccinations are required. If you are looking for an opportunity to make a difference and work in a collaborate environment where we celebrate and appreciate each other, **please complete the Employment Application on our website:**

<https://www.ywcastpaul.org/jobs>

Email: hr@ywcastpaul.org Fax: 651-305-1602

Mail: YWCA St. Paul, 375 Selby Ave., St. Paul, MN 55102

YWCA St. Paul is an Equal Opportunity Employer