

Job Announcement



Residential Youth Services Advocate

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| Position reports directly to: | Director of Education & Youth Services |
| Positions reporting directly to this position: | Interns and Volunteers |
| Schedule and overtime: | Monday-Friday 12:30-8:30 pm Overtime eligible |
| Location: | Residential Campus |
| Starting pay rate: | \$16/hour |

Recommended Qualifications and Skills:

Experience working with and providing services to youth particularly for childcare activities. Must be responsible, reliable, energetic, creative and enjoy working with children. Understanding of empowerment and feminist philosophies and principles and able to effectively utilize. Experience working in a residential setting preferred. An understanding of child development model and positive discipline strategies. Ability to work well with others and independently. Must be able to pass a level 2 background screening and provide a valid driver's license with a clean driving record. CPR certification required.

Physical Requirements:

Ability to:

- Move about the Outreach and Residential properties
- Present to youth, adult participants and community partners both as individuals and groups
- Drive agency vehicles and transport participants as assigned, this requires a 3 year driving history report for insurance clearance
- Sit at a desk or work station for up to 6 hours
- Participate in light to moderate lifting, cleaning/sanitizing and upkeep of supplies and facilities
- Operate (including basic troubleshooting) computers, printers and other agency technology

Principal Job Duties

1. Plan and implement age-appropriate activities for youth groups and educational programming.
2. Provide support for other education and youth programming as needed.
3. Provide childcare for participants as scheduling allows.
4. Complete youth risk assessments and other related documentation within required timeframes.
5. Potentially identify and work with youth who may have been victims of physical, sexual, and/or emotional abuse as well as neglect, and appropriately coordinate applicable services with leadership guidance.
6. Coordinate parent/guardian/family support services with other staff to address needs that arise.
7. Provide support, guidance, and referrals to parent/guardian/family as appropriate.
8. Maintain accurate files (electronic and paper) for all appropriate participants within required timeframes.
9. Supervise volunteers/interns with scheduling, facilitating check-ins, and giving performance feedback.
10. Maintain safe and organized program areas including creating/following a regular cleaning schedule for the group room, play areas, playgrounds and storage areas.

Send cover letter and resume to Hannah Thompson at hannaht@peacefulpaths.org. No calls please.