

POSITION: Youth Advocate

REPORTS TO: Assistant Director of Youth Programs

STATUS: Non-Exempt, Full-time

COMPENSATION: \$15.50 per hour

BENEFITS: Medical, Dental, Vision, Life Insurance, FSA; Employee Assistance Program; Paid Holidays, Sick, and Vacation

LOCATION: Sacramento, CA

JOB SUMMARY:

The Youth Advocate will work directly with youth during drop-in center hours, facilitate youth groups, and help connect youth to resources using a client centered approach. It is the goal of the Youth Advocate to provide peer support to vulnerable LGBTQ youth to improve their health, economic status, self-esteem and self-sufficiency at making positive life choices.

RESPONSABILITIES:

- Completes intakes for the Q-Spot drop-in center and determines eligibility for Center's housing programs.
- Staff the Q-Spot drop-in center and help with daily tasks such as coordinating showers, distributing clothing and supplies, helping youth use the washer/dryer, and cooking food.
- Provide resource referrals based on youth needs.
- Ensures that youth are provided with a safe and affirming space to learn and develop the skills to make positive life choices regarding their own health and well-being.
- Supports youth with developing an action plan and accessing the personal and community supports to reach youth identified goals.
- Shares experience and expertise through specialized life skills workshops.
- Tracks demographics, progress on action plan, and successful connection to resources.
- Acts as a lead facilitator for at least one youth group.
- Serves as a role model for LGBTQ youth and encourages youth to incorporate positive life choices within their own lives.
- Maintain healthy boundaries with youth that are experiencing homelessness, addiction, sexual/physical assault, bullying, and mental health crisis.
- Coordinates and trains all youth programs and housing volunteers.
- Develop activities that assist youth with achieving their goals.
- Other duties as assigned by the Assistant Director of Youth Programs.

QUALIFICATIONS:

- Knowledge of Trauma Informed care, Positive Youth Development, and Harm Reduction models.
- Experience working with LGBTQ populations and a familiarity with issues of particular relevance to the diversity of identities within the LGBTQ community.
- Demonstrated ability to work effectively with people of diverse races, ethnicities, nationalities, sexual orientations, gender identities, socio-economic backgrounds, religions, ages, English-speaking abilities, immigration status, and physical abilities in a multicultural environment; Ability to work independently and as part of a team.
- Good written, verbal, and interpersonal communication skills.
- Bilingual fluency in English and one or more other languages is preferred.
- Proficient working knowledge of Microsoft Office 365 including Outlook, Word, Excel, PowerPoint, OneDrive, client services databases, and social media tools.

Requirements:

- Bachelor's degree in sociology, psychology, social services, health, or other closely related field preferred and 2 years of work experience working with youth; or high school diploma and 4 years of directly related work experience may be substituted for formal education.
- Offers of employment are contingent on satisfactory results of a criminal history background check.
- Passion for the Center's mission and work to create a region where LGBTQ people thrive and a commitment to follow all policies and procedures of the organization.
- Flexibility to work evening and weekend hours as needed.
- If not already certified the candidate must receive and pass the CPR/First Aid within the first three months of employment.
- The person in this position may be required to sit or stand for extended periods, maneuver tight storage space, move objects up to 50 pounds, ascend/descend stairs, operate computers, copiers, and other office equipment, open and close filing cabinets and boxes, observe visitors, and communicate messages and tone by telephone.

This job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee. Duties, responsibilities and activities may change, or new ones may be assigned at any time with or without notice.



ABOUT THE ORGANIZATION:

The Sacramento LGBT Community Center works to create a region where LGBTQ people thrive. We support the health and wellness of the most marginalized, advocate for equality and justice, and work to build a culturally rich LGBTQ community.

Position is located in Sacramento, CA.

EQUAL OPPORTUNITY:

The Sacramento LGBT Community Center is proud to be an equal opportunity employer. People of color, women, persons with disabilities, and persons who are lesbian, gay, bisexual, transgender or intersex are encouraged to apply. The Center maintains a policy of nondiscrimination with respect to employees and applicants for employment. No aspect of employment will be influenced in any matter by race, color, religion, sex, age, national origin, marital status, ethnicity, religion, sexual orientation, gender identity and/or expression, physical disability (including HIV or AIDS), medical/mental condition, perceived physical disability or veteran status, or any other basis prohibited by statute.

TO APPLY:

Email a cover letter and resume as attachments to jobs@saccenter.org with the position title in the subject line; or submit a cover letter indicating the position you are applying for and application/resume to 2012 K Street, Sacramento, CA 95811. For more information, visit saccenter.org/careers. No phone calls please.

