



Job Position: Youth Program Coordinator

Status: Part Time or Full-Time, Exempt (20-40hrs/week)

Schedule: Flexible hours most often falling between 9am and 6pm Monday - Friday; Occasional evening and/or weekend meetings and events.

Salary & Benefits: \$20/hr. to \$23/hr. and benefits available.

Reports to: Executive Director

Organization Summary: Our Mission: To provide learning and leadership through youth-adult partnerships in Carlton County. Our Vision: We envision a community where every youth experiences a variety of positive and encouraging relationships that provide a sense of belonging and allows each youth the ability to achieve their full potential both individually and as members of the community.

Job Purpose:

We are seeking a dedicated and passionate Youth Program Coordinator to join our team. The ideal candidate will have a strong background in social work, leadership skills, and experience in supervising youth programs. As a Youth Coordinator, you will play a vital role in educating and supporting young individuals within our community.

At REACH Youth-Adult Partnerships, we are dedicated to fostering learning and leadership through meaningful youth-adult partnerships for youth ages 10-21 who live in or attend school in Carlton County. REACH provides youth with positive role models, nurturing their self-esteem, cultivating developmental relationships, and fostering a sense of belonging within themselves, their families, schools, and community. Our aim is to equip young individuals with the protective factors necessary for thriving in our society.

We understand that each youth is unique, which is why we personalize our approach to address their individual goals and challenges. Through our various programs, including out-of-school time learning, youth leadership and life skills development, and positive peer and adult relationships, we create a safe and supportive environment where young people can step outside their comfort zones, build trust, and share their experiences with peers and adult mentors.

Our commitment to innovation and community engagement drives us to continuously evolve and expand our offerings. With the support of initiatives like the Volunteer Coordinator position funded by a MAVA Grant, we aim to enhance our group activities and programming to better serve the needs of our youth. By empowering participants to play an active role in program development, we ensure that our offerings remain relevant and effective in addressing the challenges faced by today's youth.

Through partnerships with organizations like MENTOR Minnesota and the University of Minnesota, we also prioritize mental health support through initiatives like the Mental Health Ambassador Program. This program not only equips youth and adult ambassadors with

essential skills like Mental Health First Aid and suicide prevention but also empowers them to lead advocacy projects aimed at supporting the mental well-being of young people in our communities.

With 24 years of experience in Carlton County, REACH Program has established itself as a trusted partner in youth development. Our commitment to continual staff and volunteer development ensures that we remain at the forefront of positive youth programming, making a lasting impact on the lives of young individuals and the community. Join us in our mission to empower the next generation to thrive.

Duties & Responsibilities:

- Develop and implement engaging programs and activities for youth participants.
- Create calendar of programs and activities
- Recruit, train, and supervise volunteers to assist with youth programs.
- Utilize social media platforms for outreach and program promotion.
- Provide support and guidance to youth facing challenges such as addiction or mental health issues.
- Collaborate with community partners to enhance program offerings.
- Conduct and or coordinate educational sessions for youth in our Students Offering Support (SOS) groups on relevant Mental Health topics.
- Organize, plan and execute service learning projects with youth.
- Organize and lead leadership development activities for youth members.
- Deliver presentations and engage in public speaking opportunities on behalf of the organization.
- Disseminate surveys to youth and volunteers.
- Log data into database.
- Assist in grant writing for youth programming.

Preferred Qualifications:

- Bachelor's degree in Social Work, Public Health, or related field.
- Proven experience in supervising youth programs or related work.
- Knowledge of addiction counseling and mental health support services.
- Strong leadership skills with the ability to inspire and motivate young individuals.
- Excellent communication skills for effective interaction with youth, volunteers, and stakeholders.
- Experience in volunteer management and recruitment is preferred.
- This position offers a competitive salary, opportunities for professional development, and the chance to make a positive impact on the lives of young people in our community. If you are passionate about empowering youth and creating meaningful change, we encourage you to apply for the Youth Program Coordinator position.

Location:

Office of this Coordinator is in Cloquet MN. Travel in Carlton County for meetings, workshops, and collaborations with other organizations, schools, businesses, etc. will be required.

Apply on Indeed: https://www.indeed.com/job/youth-program-coordinator-53619c6b568df65f?_gl=1*159s84l*_gcl_au*MTIzMDQ4OTE4Ni4xNzE0NDEzNDc0