

NCJC Youth Outreach Worker Job Description

Job Title: Youth Outreach Worker

Reports to: Youth Programs Support Specialist

Program: EleMentS: Elevating Mentorship for Safety

Summary: The Neighborhood Centers of Johnson County (NCJC) is dedicated to building a better future for people in low-income neighborhoods through programs that educate, foster self-efficacy, strengthen families, and create a sense of community. Are you passionate about making a difference in the lives of youth? We are seeking Part-time Youth Outreach Workers. This position offers new opportunities to provide outreach and support for Black/African American and other minority youth who have been exposed to and/or victimized by violence. As an NCJC Youth Outreach Worker, you will maintain and implement programming consistent with a client-centered agency philosophy. The Community Outreach Worker provides services to Johnson County residents who have been exposed to violence through field-based case management, resource identification and referrals.

Job Responsibilities:

1. Contributes to and implements plans to recruit participants from under-served and vulnerable populations.
2. Conducts outreach visits and other opportunities for youth and parents to learn about and engage in programs.
3. Provide outreach to youth and families in neighborhoods, schools, and homes and at neighborhood events
4. Field-based case management for 10-20 minority youth who have been exposed to violence
5. Acts as a mentor, role model, and support for select youth and families (case management) through weekly check-ins and mentorship of youth assigned to your caseload
6. Facilitate and/or co-facilitate restorative circles and other mediation through conflict
7. Facilitate and/or co-facilitate small groups
8. Supervise and plan activities during youth drop-in program times at NCJC sites
9. Provides referrals to community supports including mental health supports as appropriate
10. Develops strong, working relationships with other key providers to act as referrals partners, guest presenters, and co-facilitators in group programs and events.
11. Maintain contact and professional linkage with schools, agencies, courts and others who are program resources and partners in supporting youth and families
12. Assists with administrative duties as needed, including gathering materials, processing registrations/intakes, needs assessments, and safety plans
13. Ensures all emergency procedures, safety rules, and standards are followed.
14. Attendance at internal, collaborative, and client meetings

Required Qualifications:

- Experience working with individuals and families

- Candidates must also possess a valid driver's license
- Must pass a child abuse background check
- Must possess the social capital and real-world experience that sets the stage for credibility and trust from program participants

Desired Qualifications:

- The ideal candidate will come from the same communities and similar demographic as the program participants. The aim is to foster connections that help program participants become empowered.
- Experience with trauma-informed care, restorative practices and Cognitive Behavioral Therapy are ideal.

COMPETENCIES:

- Ability to advocate for youth in accessing needed resources
- Ability to establish and maintain effective working relationships with students, staff and community partners
- Ability to speak clearly and concisely both in oral and written communication
- Orientation to continuous problem solving and positive life outlook
- Ability to recognize sensitive issues and maintain confidentiality
- Knowledge of, and ability to implement restorative practices
- Knowledge of, and ability to implement behavior management techniques
- Ability to network, problem solve and multi-task
- Knowledge of community resources
- Capable of representing NCJC in a professional manner, which includes but is not limited to confidentiality, communication skills, and dress
- Ability to perform duties with awareness of all NCJC and funder requirements and policies

WORKING CONDITIONS:

- Non-traditional work hours
- Works independently and as part of a cross functional team