



POSITION: Youth Life Skills Coach Part-time, 20-25 hrs week
REPORTS TO: Program Manager & Youth Program Director \$18-20.25 per hour

ORGANIZATIONAL OVERVIEW: ConXión to Community is a private non-profit established in 1977. Our vision is to enhance the value each person has in a community that nurtures success and fosters social equity. Our mission is—Opening doors to create new opportunities through culturally competent education, workforce development and social services so collectively we can create a better community. Our values: Equity/Opportunity/Education/Community/Culture/Advocacy/Leadership.

Intended results of Bright Futures is as follows: To educate the entire community--youth, mentors, volunteers, parents and teachers of Bright Futures cornerstones (*Responsibility, Possibility, Commitment & Community*). To provide a sense of belonging and encourage youth to fulfill their own vision and goals, and for youth to experience effectiveness and satisfaction in fulfilling their commitment to the program

GENERAL RESPONSIBILITIES:

Work in a team approach with high school youth in an afterschool program located at Overfelt and/or Yerba Buena High schools to support youth with life skills, academics, and social programming. This includes but is NOT LIMITED TO the following:

- Provide life skills coaching to program participants and work with youth to develop three goals during program length
- Participate in pro-social after school activities
- Provide after-school homework assistance
- Enroll youth into program and collect documentation, insure confidentiality for all youth
- Ensure youth are in the classroom or permitted areas, and are following program rules
- Encourage youth to participate in all program activities
- Maintain the cleanliness of classroom and surroundings area
- Model positive & appropriate language and behavior
- Maintain inventory of supplies needed
- Ensure computers, AC, doors are locked/off prior to leaving for the day
- Provide admin support for community meetings
- May organize and coordinate workshops that deal with issues pertinent to program participants
- Other duties as assigned.

MINIMUM QUALIFICATIONS:

- High school graduate or higher education.
- Experience working with a culturally diverse, youth population.
- Valid CA Driver's License, car, insurance, and the ability to transport students
- Bi-lingual, bi-cultural Spanish required
- Right to work in the United States.
- Pass Life Scan background check.
- COVID-19 Vaccination with booster required

SEND YOUR RESUME to: LRChavez@conxion.org

EQUAL OPPORTUNITY EMPLOYER