



The Human Services Development Collaborative

JOB POSTING: YOUTH DEVELOPMENT MENTOR (\$15- \$20/hour)

SUMMARY: The Human Services Development Collaborative is comprised of a group of services specifically designed to keep students in school and avoid the school to prison pipeline. Troubled and distressed youth are our specialty. The HSDC is looking for high quality, dedicated, responsible and compassionate professionals to help bring success to our K-12 students. By becoming part of the social network of adults and community members who care about the youth, the mentor can help youth develop and reach positive academic, career, and personal goals.

Our Mentors provide direct support to our youth and families. We provide community-based services, so this is a position with driving involved.

Mentor Role

- Take the lead in supporting a young person through an ongoing, one-on-one relationship
- Serve as a positive role model and friend
- Build the relationship by planning and participating in activities together
- Strive for mutual respect
- Build self-esteem and motivation
- Help set goals and work toward accomplishing them
- Be there for students in times of stress and trauma for students
- Maintain an accurate mentor load.
- This is a part-time position. Each student requires a mentor for 3 hours a week for 8 weeks.

Position Responsibilities :

- Teaching independent living, social, and communication skills.
- Provide behavioral health services and supports to the members in meeting their goals and objectives by challenging individuals to participate in group related activities.
- Help students to capitalize on personal strengths, to develop coping strategies and skills necessary.

- Ensure that the students comply with positive behavior plans which include personalized goals, and appropriate interpersonal relationships.
- Following the counselor write ups, guidelines and protocols, help implement day-to-day structure which may include redirection, verbal and physical crisis intervention where applicable.
- Provide individual skills training, abilities and environmental supports to improve their personal, social, family, occupational/educational lives.
- *Complete end of day reports/documentation of services.
- Maintain student records accurate and up to date by working with our Clinical team.
- Attend clinical supervision meetings for training and staffing of cases with counselor
- Be able to transport members and follow all traffic laws
- Attend team meetings

Qualifications/Experience

- Be at least 21 years old
- Has a bachelor's degree and at least one year of full-time of work experience with at-risk youth; has a high school diploma or high school equivalency diploma

Desired:

- 18 credit hours of post-high school education in a field related to education, social work, public programs, or
- Four years of educational/ social work experience
- Experience with adjudicated youth or students in the penal system

Desirable Qualities

- Willing and reflective listener
- Encouraging and supportive
- Patient and flexible
- Tolerant and respectful of individual and **cultural** differences
- Be interested in working with young people
- Be willing to adhere to all program policies and procedures
- Be willing to complete the application and screening process
- Be dependable and consistent in meeting the time commitments
- Be willing to communicate regularly with program staff, submit activity information, and take constructive feedback regarding mentoring activities

Benefits of being a Mentor

- Personal fulfillment through contribution to community and individual
- Satisfaction in helping someone mature, progress, and achieve goals
- Training sessions and group activities

- Personal ongoing support, supervision to help the match succeed
- Mentee/mentor group activities

Application and Screening Process

- Copy of driver's license
- Copy of Level I Fingerprint clearance card
- Provide three personal references
- Proof of education
- Personal interview with Program Directors
- Working interview – shadow current employee for 2 hours on the field

Pay: \$15.00 to \$20.00 /hour DOE

Job Type: contractual Part-time, with potential for full time

Required education:

- High school or equivalent
- Bachelors Degree desired

Required licenses or certifications:

- CPR/First Aid
- Level 1 Finger Print Clearance Card

The HSDC is an Equal Employment Opportunity Employer in compliance with Title VI of the Civil Rights Act of 1964, Civil Rights Act Title VII of 1972, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act (ADA) of 1990. HSDC does not discriminate on the basis of race, color, religion, national origin, sex, disability or age in employment or in any of its educational programs or in the provisions of benefits and services to students.

TO APPLY:

Please send your cover letter and resume to:

Dr. Centáe Richards: executive@humanservicedevelopment.org.

No phone calls please.