

## Job Announcement

### Youth Leadership Coordinator – Part-time

IRIS (Integrated Refugee & Immigrant Services, Inc, [www.irisct.org](http://www.irisct.org)) is a dynamic refugee resettlement agency based in New Haven CT. IRIS serves people from all over the world who have fled persecution in their home countries to start new lives and become self-sufficient, contributing members of their new communities.

### General Description

The Youth Leadership Coordinator serves as a staff facilitator and organizer for a twice-weekly program to help IRIS youth clients acclimate to and build new ties in New Haven.

One meeting per week is a college and career readiness program aimed at helping refugee and immigrant high school and college students explore career pathways, prepare for college or a career path, and develop and reach their own academic goals.

The other weekly meeting is a young men's group meeting whose goal is to empower refugee and immigrant teens and young adults to confidently navigate their lives, form and deepen friendships across differences, pursue their goals and become leaders in their communities, and engage in group activities that allow for creative self-expression.

The meetings take place on two weekday afternoons, after school.

**It is essential that the person hired for this position be vaccinated against COVID-19 and comfortable coming into contact with other people.**

This is a part-time position: 12-15 hours/ week

We aim to fill the position as soon as possible.

### Essential Duties and Responsibilities include:

1. Plan and facilitate weekly young men's group sessions alongside co-leaders (see below).
2. Recruit and supervise 1-2 male youth "co-leaders" and 1-2 undergraduate college volunteers per year who assist in planning and facilitating group sessions.
3. Develop young men's group program "units" in artistic, practical, and academic spheres according to their expressed goals and interests.
4. Hold trainings for volunteers and interns assisting with the young men's group.
5. Plan and chaperone one week-long civil rights- or social justice-themed field trip per year for young men, dependent on grant funding.
6. Maintain attendance and budget notes for the young men's group to ensure grant compliance.

7. Help plan and facilitate weekly college and career readiness sessions alongside IRIS education staff.
8. Engage in youth client recruitment for the programs. Lead bus orientations for new participants to downtown meeting space as needed.
9. Research youth development best practices. Seek out opportunities for continuing training as a youth facilitator.
10. Regularly evaluate and revise program units to improve outcomes according to youth development best practices.
11. Refer participants to other opportunities when they've "outgrown" IRIS youth programs.

## **Requirements**

**Candidates must be vaccinated against COVID-19 and comfortable coming into contact with other people.**

Candidates must have:

- A commitment to anti-racism and IRIS' mission
- Ability to connect clients of diverse backgrounds, to establish a rapport of trust and partnership
- Ability to troubleshoot and problem solve, to juggle multiple commitments and shifting schedules, to effectively manage time and to make informed and effective decisions
- Ability to enforce boundaries, limits and IRIS policies
- Good oral and written communication skills in English

Desired skills and background: We especially welcome applicants who have previous experience directly serving youth, communicating cross-culturally, and/or leading youth groups. We also hope to attract applicants who identify with historically underrepresented groups in college and professional paths who will be able to mentor refugee and immigrant youth in navigating their lives as young People of Color.

**Compensation:** \$21.00 per hour

**Benefits** include: vacation and sick leave

To apply, send an email to [humanresources@irisct.org](mailto:humanresources@irisct.org) with the following:

- A subject line that says "Youth Leadership Coordinator"
- A cover letter
- An attached resume including three professional references (at least two direct supervisors)

Applications will be reviewed as they are received and will continue to be accepted until the position is filled.