

**Website**

irisct.org

Phone

203.562.2095

Mailing Address

33 Dixwell Ave. #380
New Haven, CT 06511

Job Posting
Youth Leadership Coordinator (part-time)

IRIS (Integrated Refugee & Immigrant Services, Inc. www.irisct.org) is a dynamic immigrant services agency in New Haven. IRIS serves people from all over the world who are starting new lives in Connecticut and are on the path to becoming self-sufficient, contributing members of their new communities. IRIS mission is to welcome refugees and other immigrants, helps them rebuild their lives, pursue their dreams, and contribute to the vitality of their communities. We envision a society where all immigrants are valued, respected, and able to thrive.

IRIS is looking for a temporary Youth Leadership Coordinator to develop and facilitate programs and to check in directly with immigrant teens and young adults alongside other staff, youth leaders, parents, and teachers. The Youth Leadership Coordinator will work to help IRIS youth acclimate to and build ties in the New Haven community.

General Description

The Youth Leadership Coordinator will serve as a staff facilitator and organizer for the Youth Leadership Program running Monday-Thursday in the fall and 6 week Summer session Monday-Friday. The first weekly session of the program is aimed at helping immigrant high school and aspiring or current college students to explore career pathways, prepare for college or a career path, and to develop and reach their own academic goals. The other weekly meeting is a youth leadership group meeting (divided by gender) whose goal is to empower immigrant teens and young adults to form and deepen friendships across differences, to explore New Haven, to learn about social justice topics, to develop confidence, and to engage in group activities that allow for creative self-expression. This position also includes youth outreach and support which involves one-on-one or small group meetings with teens to assist them in accessing IRIS youth programs and other available educational and wellness resources.

Essential Duties and Responsibilities include:

Youth Leadership Program coordination

- Plan and facilitate weekly youth leadership and college and career sessions alongside co-leaders
- Develop and facilitate trainings for volunteers and interns assisting with the youth groups
- Help plan and chaperone summer field trip for youth (dependent on annual grant funding)

- Maintain attendance and budget for the Youth Leadership Program to ensure grant compliance
- Engage in youth client outreach for the programs to all teens in the greater New Haven area whose families are served by IRIS
- Research youth development best practices and seek out opportunities for continuing training as a youth facilitator
- Regularly evaluate and revise program units to improve outcomes according to youth development best practices.

Youth Outreach and Support

- Conduct extra program outreach to IRIS youth who have been identified by family members, teachers, or IRIS staff as needing support and act as a bridge to help those students connect to already-existing resources, and/or to adapt IRIS programs to fit their needs
- If similar issues arise across clients, work with IRIS education staff, school staff, and parents and youth to identify potential solutions or areas of need to advocate for

Requirements:

The position is accessible to people of varying skill levels and experience. However, priority will be given to applicants with the following qualifications:

- Previous experience serving youth in youth development or educational settings
- Previous experiences communicating cross-culturally
- Previous experience leading groups and developing group curriculum or activities

Desired skills and experience:

- Background or knowledge in teen psychology and development, running psychoeducational groups, family systems, or youth restorative justice practices
- Applicants who speak any of the following languages are especially encouraged to apply, though no second language is required: Spanish, Dari, Pashto, Swahili, Arabic
- 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 are especially encouraged to apply
- Personal experience with undocumented or mixed status families
- Knowledge of New Haven public school system
- Experience with college access, especially in underserved communities or communities of color
- Experience working within the immigrant community
- Ability to work collaboratively with multiple people and programs within IRIS
- Ability to juggle multiple simultaneous tasks
- Ability to troubleshoot and overcome unexpected challenges
- Strong understanding of culturally sensitive case management commitment to anti-racism and the mission of IRIS

Supervises: Interns and volunteers

Supervised by: Associate Director of Education

Salary: \$22-24.50 /hour, 25-30 hours per week, commensurate with experience

Benefits: Sick time off

To apply, send an email to humanresources@irisct.org as soon as possible with the following:

- A subject line that says “Youth Leadership Coordinator—Your Name”
- **A cover letter explaining your interest in the position and your qualifications**
- An attached resume
- Contact information for three professional references

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