JOB TITLE: Outreach and Engagement Support Worker

REPORTS TO: Outreach and Engagement Program Manager

STATUS: Part Time

ABOUT US

Safe Place for Youth (SPY) is the leading service provider for youth experiencing or at-risk of homelessness in West Los Angeles. Founded in 2011, our agency offers trauma-informed, low barrier programs that support young people in exiting the streets and achieving stability so that they can thrive, not just survive. Our robust continuum of care includes street outreach, drop-in services, health and wellness programming, case management, education and employment services, and housing programs.

SPY is a unique social impact agency that is committed to overcoming structural barriers to equity, community collaboration, and innovative youth-focused programming. If you have the skills, passion and collaborative spirit, join our growing team of nearly 60 employees.

SPY strives to attract and develop individuals who reflect a broad spectrum of diversity, including (but by no means limited to) racial, ethnic, gender identity and socioeconomic dimensions. We believe that inclusion of diverse perspectives is essential to achieving long-term, systemic change. We explicitly seek applications from those who self-identify as coming from historically marginalized populations to enrich and elevate our equity-centered approach to problem-solving.

ABOUT THE ROLE

As a member of the Outreach team team, the Outreach and Engagement Support Worker will work at SPY’s Access Center location in Venice to provide services for SPY members experiencing homelessness as well as attend outreach sessions with the Outreach team. The Outreach and Engagement Support Worker will help coordinate outreach related programming, activities and events. The ideal candidate will have a strong understanding of direct service to at-risk populations and trauma-informed care. Specific knowledge or experience related to transitional aged youth experiencing homelessness is a plus.

WHAT YOU’LL DO

- Organize and coordinate engagement activities (document day, off-site outings, etc.)
- Complete and submit all required forms, case records, statistical reports and documentation to the Director of Programs within designated timelines.
- Keep detailed notes and track data in SPY database and HMIS
● Participate in meetings with collaborative agencies and other community meetings as directed.
● Develop close working relationships with local service providers, outreach workers, case managers, and collaborative agencies.
● The Outreach & Engagement Support Worker will be the first point of contact for all new youth. Meet with all new clients that visit drop-in center daily.
● Ensure the grounds and facility are safe and secure for youth, staff, and volunteers.
● Utilize a harm-reduction, trauma-informed, housing first model when working with youth.
● Support drop-in and other on-site programming as needed.
● De-escalate conflict and provide crisis intervention support.
● Availability to work evenings and weekends as needed.
● Other duties as assigned.

WHAT YOU’LL NEED

● Must possess advanced computer skills including word-processing, database operations, spreadsheets and other software systems.
● Proficient in Microsoft Office (Word, Excel) and Google Docs.
● Advanced verbal and written communication skills, including organizational, detail and interpersonal skills.
● Demonstrated ability to deal with conflict and crisis using mediation and de-escalation techniques.
● 1+ years experience providing direct services to at-risk youth including counseling and advocacy.
● Knowledge of Social Service resources for youth experiencing homelessness or at-risk of experiencing homelessness.
● Ability to work effectively with people of diverse races, ethnicities and sexual orientations in a multicultural environment.
● Must have valid CA Driver’s Licence and proof of insurance.

BENEFITS & PERKS

Safe Place for Youth offers a competitive benefit package including comprehensive health coverage, 403b with agency contribution, and vacation/sick time. We also offer unique perks including weekly meditation/mindfulness and professional development opportunities that are tailored to your individual career growth.

Last Updated on 1/6/20
TO APPLY

Applicants should send a resume and cover letter to Sarah Boehmke at sarahb@safeplaceforyouth.org with “Outreach & Engagement Support Worker” in the subject line.

All aspects of employment including the decision to hire, promote, discipline, or discharge, will be based on merit, competence, performance, and business needs. Safe Place for Youth does not discriminate on the basis of race, color, religion, marital status, age, national origin, ancestry, disability, medical condition, pregnancy, genetic information, gender, sexual orientation, gender identity or expression, veteran status, or any other status protected under federal, state, or local law.

Safe Place for Youth, a project of Community Partners® is an equal opportunity employer committed to a diverse and inclusive workforce. In addition, the organization will consider for employment-qualified applicants with criminal histories in a manner consistent with the requirements of the Los Angeles Fair Chance Initiative for Hiring.