



JOB TITLE: Digital Arts Lab Specialist

safe place for youth

REPORTS TO: Healing Arts

Coordinator

STATUS: Temporary, 6 hrs/wk, Non-Exempt [Until 6/30/2021]

CELL PHONE: X Reimbursement Provided N/A

DRIVER POSITION: Yes X No [If yes, see note below]

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:

A member of the Access Center team, the Healing Arts Coordinator will work at SPY's Access Center location in Venice to provide services for SPY members experiencing homelessness. The Healing Arts Coordinator will coordinate arts related programming, activities and events, while maintaining a safe and therapeutic art room. The Coordinator will also connect and communicate with SPY youth artists through their own artistic expression and through collaborative art projects.

An exciting aspect of this role will be supporting the restructure of the Access Center's engagement model into an arts and empowerment center. 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:

- Work with Healing Arts Coordinator to create sustainable structure and increase attendance for Graphic Design and Music Production
- Teach graphic design and music production classes and/or assist volunteer facilitators during DAL workshops

- In collaboration with program staff, evaluate member needs and requests to identify new DAL workshops, classes and equipment needs
- Help youth performers prepare for performances
- Support data collection efforts by collecting attendance data
- Create an environment that acknowledges, encourages and celebrates differences
- Other duties as assigned

WHAT YOU'LL NEED:

- A commitment to and passion for the mission, vision, values and culture of SPY
- Experience or degree in digital arts, music or a related field
- Knowledge of graphic design, digital arts and music production
- Experience using Apple products, Ableton and Adobe programs
- Ability and experience facilitating digital programming using zoom, google meet or other platform
- Ability to maintain appropriate, professional and safe boundaries
- An ability to work in a fast paced environment that requires effective collaboration with a variety of organizations and individuals
- Communicate effectively and respectfully within the context of varying beliefs, behaviors, orientations, identities and cultural backgrounds.
- Must possess great communication and organizational skill
- 1+ years experience providing direct services to high-risk youth preferred

WORK ENVIRONMENT AND PHYSICAL REQUIREMENTS:

Prolonged periods of sitting at a desk and working on a computer.

Changes in the environment, such as the office or outdoors.

Physical effort/lifting, such as sedentary- up to 15-20 pounds at times.

SPECIAL CONDITIONS:

NOTE: All staff members will be considered introductory employees for the first three months of employment and will not be considered regular employees until the conclusion of this period. SPY reserves the right to extend an employee's introductory period. ***In no way does the expiration of this introductory period change the fact that all employees are at-will.*** It is the supervisor's responsibility to orient the employee and to communicate the expectations of the supervisor and SPY, as well as to evaluate whether the employee has the necessary level of skill, job knowledge, motivation, and attitude to become a regular member of the SPY staff. New employees are also encouraged to seek guidance and assistance during this period. Employees who fail to demonstrate the expected commitment, performance and attitude may be terminated at any time during the introductory period. However, completion of the introductory period does not change or alter the "at-will" employment status. Employees continue to have the right to terminate their employment/business relationship at any time, with or without cause or notice, and SPY has the same right. The organization, in its sole discretion, may change the job duties, responsibilities and assignments of any position, at any time.

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.

TO APPLY:

Applicants should send a resume and cover letter Nicole Herrarte at nicoleh@safeplaceforyouth.org with "Digital Arts Lab Specialist" 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 is an equal opportunity employer committed to a diverse and inclusive workforce. In addition, the organization will consider employment-qualified applicants with criminal histories in a manner consistent with the requirements of the Los Angeles Fair Chance Initiative for Hiring.