

July 10, 2023

Job Description: Outreach/Mental Health Support Coordinator (Youth Violence Prevention Program)

Position Overview: We are seeking a passionate and dedicated Outreach /Mental Health Support Coordinator to join our team and contribute to our youth violence prevention program.

As an Outreach Coordinator, you will be responsible for engaging with at-risk youth, promoting positive behavior, providing guidance and support, and coordinating various outreach initiatives. Your efforts will help reduce violence and create safer communities for our youth. This is a dynamic role that requires strong interpersonal skills, community engagement, and a commitment to making a positive impact on young lives.

As a Mental Health Support Coordinator for our Youth Violence Prevention Program, you will play a vital role in providing essential support and guidance to young individuals at risk of or affected by violence. Your primary responsibility will be to deliver effective mental health interventions, promote positive well-being, and foster resilience among program participants. You will work closely with a multidisciplinary team to create and implement strategies that address the underlying causes of violence and support the overall mission of the program.

Type of Employment: Four days a week (7 hrs/day or 28 hrs/week)

Compensation: \$25/hr

Deadline to apply: July 20, 2023

The Outreach/Mental Health Support Coordinator will report to the Program Manager.

Responsibilities:

1. Community Outreach:

- Develop and implement outreach strategies to engage with at-risk youth and their families.
- Establish and maintain relationships with community organizations, schools, law enforcement agencies, and other relevant stakeholders.
- Organize and participate in community events, workshops, and meetings to promote awareness and education about youth violence prevention.

2. Youth Engagement and Support:

- identify the target group through various outreach and promotion strategies, targeting 80-100 at-risk youth aged 12-29 years old, leveraging community resources and connections, working with local schools, conducting street outreach, receiving referrals from community leaders and worship places, and engaging families with young children.
- Identify and build relationships with at-risk youth, gaining their trust and understanding their unique challenges.
- Provide individual and group mentoring to guide and support youth in making positive choices and avoiding violence.
- Offer resources, referrals, and counseling services to address the specific needs of youth and their families.

3. Program Coordination:

- Develop and coordinate outreach programs and initiatives aimed at preventing youth violence, such as after-school activities, sports programs, skill-building workshops, and community service projects.
- Collaborate with partner organizations to implement joint initiatives and leverage additional resources.
- Monitor program activities, collect data, and prepare reports on program effectiveness, outcomes, and impact.

4. Education and Training:

- Invite guest speakers and deliver educational presentations and workshops to youth, parents, and community members on topics related to youth violence prevention, conflict resolution, anger management, and positive youth development.
- Provide training and guidance to volunteers and staff members involved in program activities.

5. Case Management:

- Conduct assessments and develop individualized action plans for at-risk youth, ensuring they receive the appropriate support services.
- Collaborate with external agencies and service providers to coordinate wraparound services, including mental health counseling, substance abuse treatment, and educational support.

6. Mental Health Support:

- Provide individual and group counseling sessions to young individuals, focusing on trauma-informed care, anger management, conflict resolution, and emotional regulation.
- Assess the mental health needs of program participants and develop personalized care plans to address their specific challenges.
- Utilize evidence-based therapeutic techniques and interventions to promote positive mental health outcomes.

- Collaborate with external mental health professionals and organizations to ensure comprehensive and holistic support for participants.

7. Risk Assessment and Crisis Intervention:

- Conduct risk assessments to identify potential triggers, risks, and protective factors associated with violence.
- Respond promptly to crisis situations and provide immediate support and de-escalation techniques as necessary.
- Develop safety plans in collaboration with participants, their families, and relevant stakeholders to mitigate potential harm and ensure appropriate follow-up.

8. Psychoeducation and Skill Building:

- Deliver workshops and educational sessions on topics such as anger management, conflict resolution, coping skills, and healthy relationships.
- Empower participants to develop problem-solving abilities, emotional intelligence, and positive communication skills.
- Facilitate peer support groups to encourage collaboration, empathy, and mutual learning among program participants.

9. Case Management and Referral:

- Conduct comprehensive assessments of participants' needs and strengths to inform appropriate referrals to external services, such as mental health professionals, substance abuse counselors, or social service agencies.
- Coordinate with community resources and organizations to ensure participants receive necessary support and follow-up care.
- Maintain accurate and up-to-date case notes, progress reports, and relevant documentation in compliance with program guidelines and confidentiality regulations.

10. Program Development and Evaluation:

- Collaborate with the program team to design and implement effective interventions and strategies to prevent youth violence.
- Contribute to program evaluation efforts by collecting data, tracking outcomes, and providing insights on the impact of mental health interventions.
- Stay informed about current research and best practices in mental health, youth violence prevention, and related fields, integrating this knowledge into program development.

Qualifications:

- Bachelor's degree in social work, psychology, counseling, or a related field and experience.

- Proven experience working with at-risk youth, ideally in the context of violence prevention or community outreach programs.
- Knowledge of youth development principles, trauma-informed care, and evidence-based practices in violence prevention.
- Strong interpersonal and communication skills, with the ability to establish rapport and build relationships with diverse individuals and communities.
- Demonstrated ability to engage and motivate youth and facilitate positive behavioral change.
- Excellent organizational skills with the ability to manage multiple tasks, prioritize responsibilities, and meet deadlines.
- Proficiency in data collection, analysis, and reporting.
- Knowledge of community resources and service providers related to youth and family support.
- Cultural sensitivity and the ability to work effectively with individuals from diverse backgrounds.
- Proven experience working with youth populations, preferably in the areas of mental health, violence prevention, or community-based programs.
- Strong understanding of mental health issues affecting young individuals, including trauma, substance abuse, and behavioral disorders.
- Knowledge of evidence-based therapeutic techniques and interventions, with an emphasis on trauma-informed care and cognitive-behavioral approaches.
- Ability to assess risk factors, develop safety plans, and provide crisis intervention in high-stress situations.
- Excellent communication skills, both verbal and written, with the ability to engage and build rapport with diverse youth populations.
- Strong organizational skills and the ability to manage multiple cases, prioritize tasks, and meet deadlines.
- Proficiency in documenting client interactions, maintaining confidentiality, and adhering to ethical guidelines.
- Flexibility to work evenings and weekends, as required, to accommodate program activities and participant needs.
- Valid driver's license and willingness to travel within the community as required.

Working Conditions: This position requires frequent interaction with at-risk youth, families, community organizations, and other stakeholders. The work may involve irregular hours, including evenings and weekends, to accommodate community events and meetings. The Outreach/Mental Health Support Worker Coordinator will be primarily based in an office setting but will also spend significant time in the community, attending outreach events and engaging with youth.

Interested candidates are required to send a cover letter and a resume to: info@blackcreekyouthinitiative.com. Please do not call. If you are invited for an interview, you will generally be contacted within a week.