



Job Announcement

YOUTH COMMUNITY MENTOR

Do you want a great opportunity to engage with youth in an environment rooted in community and culture? Do you have a passion for empowering youth academically and socially? Center for Human Services (CHS) is seeking a unique candidate with a desire to engage youth in strengthening academic and social emotional skills. This position will include tutoring students, as well as mentoring youth in other activities that promote positive youth development.

This position is part-time position with the Family Support Department and Out of School Time Program. Estimated start date after January 2nd, 2023.

1. Position would tutor/mentor youth in our afterschool program at Ballinger Homes, a King County Housing Authority Low Income Housing Complex
2. Work schedule is a minimum of 12 hours a week, with potential for additional hours.
 - o Tuesdays 3:00-6:00pm
 - o Wednesdays 12:30-5:30pm
 - o Thursdays 3:00- 6:00pm
3. \$19.08/hour starting pay
4. Must have an enthusiasm for education and the ability to communicate concepts in an easy-to-understand manner
5. Candidates must 18 years old or older
6. Bilingual/Bicultural/Multilingual/Multicultural, BIPOC applicants are strongly encouraged to apply.
7. Must have proof of COVID-19 vaccination.

CHS is a great work environment with staff who are passionate about and dedicated to the clients of our community. If you want to join an established organization at a time of growth and transformation, this is the place.

To apply, send resume and cover letter to jobopportunities@chs-nw.org. Full job descriptions and position responsibilities can be found on our web page www.chs-nw.org.

Job Description

YOUTH COMMUNITY MENTOR

GENERAL DESCRIPTION

The Youth Community Mentor provides social-emotional mentoring and academic tutoring to youth in our afterschool programs at Ballinger Homes, a King County Housing Authority Complex in Shoreline, WA. The position engages youth in learning experiences that focus on developing math skills and promotes the strengthening of social emotional and other youth developmental assets. Reports to the Out of School Time Program Coordinator. Nonexempt position located at Ballinger Homes Community Room 2200 NE 201st PL. NE, Shoreline, WA 98155.

MAJOR RESPONSIBILITIES – Position Specific

- Engage youth in tutoring and/or academic activities to promote skill building in math
- Provide developmentally appropriate support for students K-12th grade that include creative hands-on activities that promote learning
- Have a high level of confidence in breaking down complex concepts into easy-to-understand steps
- Have enthusiasm for and promote a positive attitude around education and academics



- Actively participate in the facilitation of programming to achieve the overall program outcomes. This could include, but is not limited to: program planning, set up/clean up, meal preparation support, engaging students in outdoor and enrichment activities.
- Establish trusting relationships with the youth in the program
- Follow the Youth Program Quality standards
- Provide services based on the philosophy of the Family Support Principles
- Engage in community events, networking meetings, and training opportunities related to the Out of School Time Program as directed.
- Participate in required program and agency meetings and training opportunities as requested

MAJOR RESPONSIBILITIES – Agency in general

- Provide all services utilizing a strengths-based, family-focused, client-centered, trauma-informed, culturally humble approach that is integrated with other services
- Participate in creating and maintaining a safe workplace that values diversity and treats everyone with dignity and respect without regard to race, color, age, religion, creed, gender, gender identity, gender expression, sexual orientation, national origin, marital status, the presence of any sensory, mental, or physical disability
- Utilize teamwork and open communication
- Provide services in a manner that expedites the meeting of contract requirements and program outcomes
- Maintain documentation in a timely, thorough, and accurate manner
- Follow agency policies and procedures, RCWs, WACs, CARF standards, and other external regulations
- Follow CHS’s Code of Ethics
- Perform all other tasks as assigned by the supervisor, managers, or directors that furthers the success of programs and/or the agency

MINIMUM REQUIREMENTS:

- 18 years old or older
- Highschool diploma (minimum)
- Currently pursuing higher education
- Bi-Cultural/Bi-Lingual and/or Multi-Cultural/Multi-Lingual, BIPOC to reflect the community we serve
- Lived experience that reflects, but is not limited to: person of color, living with a low income, strengthening resilience in times of adversity and/or participation as a youth in out of school time programming.
- Experience working with children and youth with diverse backgrounds highly encouraged
- Demonstrated skills and enthusiasm for education and youth development
- Ability to work independently, show initiative, problem-solve and prioritize responsibilities
- Ability to work cooperatively as part of a team
- Reliable and accountable
- Commitment to practicing cultural humility, self-reflection, and continued education on Diversity, Equity, Inclusion, and Belonging topics
- Demonstrated ability to successfully work within a diverse cultural setting and provide services through the perspective of cultural humility
- Has a Washington State driver’s license and/or reliable transportation
- Sense of Humor

TO APPLY FOR THIS POSITION: Please send a resume and cover letter to jobopportunities@chs-nw.org

CHS is an Equal Opportunity Employer

The mission of the Center for Human Services is to strengthen the community through counseling, education and support to children, youth, adults and families.

Our Values: Model diversity, equity, inclusion & belonging, provide accessibility, champion collaboration, demand accountability, personify integrity, and have fun.