



MENDOCINO COUNTY YOUTH PROJECT
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www.mcyp.org



**Youth Worker / Senior Youth Worker
Prevention and Early Intervention Services (PEI)**

LOCATION: Point Arena

REPORTS TO: Carla Leach, PEI Program Director, based in Fort Bragg

THE AGENCY: The Youth Project's mission is to empower, guide, counsel and support children, youth, young adults and families from Mendocino County's many diverse communities to make healthy life choices, maximize potential, and become productive citizens.

The agency has been in existence since 1974, providing services throughout Mendocino and northwest Sonoma counties. Current services include prevention and early intervention services, mental health treatment and a transitional living program for homeless young adults.

THE PROGRAM: Prevention and Early Intervention Services provides a wide range of services to youth through Mendocino County Health and Human Services grants, school contracts, Sonoma County funding, Community Foundation and federal grants. These services directly address identified needs of youth, families, schools and the community. In addition to providing services to youth and their families, PEI promotes community resources, and partners with community members in developing programs to provide meaningful participation for youth in schools and in the community.

THE POSITION: The Youth Worker / Senior Youth Worker will perform para-professional functions, working primarily with youth ages K-18 and their families. Job duties include offering individual crisis counseling, group counseling / facilitation, family mediation, prevention education on a variety of topics including but not limited to mental health de-stigmatization, anti-bullying, communication skills, conflict / anger management, refusal skills, goal setting, sex education / pregnancy prevention, teen parenting skills, etc. The Youth Worker must be willing and proficient in working with referral sources in the community and must be adept at working with school staff and with youth in a classroom setting. Knowledge of existing community resources and school systems is encouraged and preferred.

The Youth Worker is expected to fulfill a full range of duties, demonstrating an ability to work autonomously once trained. The Youth Worker will be required to attend and participate in clinical supervision, check in regularly with their supervisor. The Youth Worker must be willing to work hours that are conducive to providing services to youth in a school based setting and must be available some afternoons to provide after school activities. The Youth Worker must have reliable transportation and be willing to travel as necessary to fulfill the range of services this position provides.

DUTIES AND RESPONSIBILITIES:

- Crisis counseling
- Facilitating groups
- Prevention Activities
- Assess and refer identified youth for mental health services
- Attend school related meetings, parent/student activity's, or community events that support continued work with youth and families
- Organize work plan effectively
- Maintain client and program records and compliance with the Health Insurance Portability and Accountability Act (HIPAA),

- Participate in staff meetings to discuss progress of program activities,
- Prepare reports as required,
- Administer evaluation instruments as needed
- Create forms necessary for project implementation,
- Problem solve to ensure deadlines are met.

REQUIREMENTS:

Minimum: Any combination of related work history, volunteer or life experience working with youth. Relevant education, training(s), and experience which provides the required knowledge, skills, and abilities to perform the essential functions of the position.

Preferred: Bachelor’s Degree from an accredited college or university in Psychology, Social Work or related field, and one to two years of progressively responsible experience. Related history of work and volunteer history and / or training may be considered in lieu of Bachelor’s Degree. **Spanish speaking preferred.**

Knowledge, skills, and abilities: Possess skills in counseling techniques (one to one and group) and classroom curriculum delivery / presentation. Must be computer literate, able to demonstrate proficient writing skills. Develop and implement youth driven special projects / activities. Knowledge of substance abuse dynamics, prevention education topics, positive youth development, self-harm, and suicidality. Ability to relate to people of all cultural backgrounds and ages. Experience collaborating effectively with schools and public agencies is required.

SPECIAL REQUIREMENTS:

Employee must have and maintain a valid California driver’s license. Must be willing to be fingerprinted and provide consent to obtain DMV records. Must be able to respond to occasional work demands that extend beyond the usual workday, and attend trainings and seminars, sometimes out of county, as requested. The duties and responsibilities of this position include, but are not limited to, the above responsibilities.

SALARY: \$14.10-18.55 DOE

BENEFITS: Excellent health insurance plan for self and dependents, dental, and optional AFLAC insurance, CALPERS retirement (no social security), disability insurance, 10 paid holidays, 18 days paid vacation, 2 “floater” days, 12 days sick leave.

TO APPLY: Please submit ALL of the following documents to the Human Resources Manager, at the address above or email to rsmellus@mcyp.org Application forms may be obtained at our office, online at mcyp.org, or by e-mail.

1. MCYP employment application
2. Cover letter indicating why you are applying for this position
3. Resume
4. Licenses and/or certificates (if applicable)

MCYP IS AN EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER

We consider applicants for all positions without regard to race, color, religion, creed, gender, national origin, age, disability, marital or veteran status, sexual orientation, or any other legally protected status. Applicants may obtain a copy of our EEO Policy on request.