



MENDOCINO COUNTY YOUTH PROJECT
776 S. State Street, Suite 107, Ukiah, CA 95482
707-463-4915 (phone) 707-463-4917 (fax)
www.mcyp.org



Youth Worker / Senior Youth Worker Prevention and Early Intervention Services

LOCATION: Greater Ukiah area, community, and schools

REPORTS TO: Joanna Olson, Program Director, based in Ukiah
Project SHARE, Prevention and Early Intervention Services

THE AGENCY: The Mendocino County 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 County and parts of Sonoma County. Current services include individual, group, and family therapy, rehabilitation and case management services for children and youth with mental health diagnoses, substance abuse prevention and treatment, school-based prevention and intervention services, outdoor education, crisis intervention and respite housing, a transitional housing program for homeless young adults and their children, child abuse treatment, youth advocacy, information and referral services, and peer helping programs.

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, Project SHARE 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 working with youth in a classroom setting. The Youth Worker will be required to assess and refer identified youth for mental health services. The Youth Worker may be required to attend school related meetings, parent / student activity's, or community events that support continued work with youth and families. 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, attend Youth Project staff meetings and trainings, and complete and turn in all paperwork / reports as directed. 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.

Other Job Functions: Organize work plan effectively, maintain client and program records and compliance with the Health Insurance Portability and Accountability Act (HIPAA), participate in Project SHARE 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.



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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 Bachelors Degree. **Spanish speaking preferred.**

Knowledge, skills, 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.

CONDITIONS OF EMPLOYMENT: Successful candidate must submit to post offer, reference and personal background check (includes fingerprinting and DMV check). Candidate must have own car possess a valid California driver's license, provide a DMV print out, proof of current automobile liability insurance (\$100,000/\$300,000) and be willing to travel throughout the service area with own vehicle (reimbursed mileage).

SALARY: Up to 25 hours per week. The need is for a staff person to start immediately. \$13.56 to \$15.86 per hr, (\$1,469.00-\$1,718.17 per month). This position is contingent upon grant funding and is currently scheduled for year round services. Work hours may be flexible.

BENEFITS: Health insurance (Blue Shield PPO) for employee and family (employee pays a portion), dental (optional), and AFLAC insurance (optional), disability insurance, 18 days paid vacation, 2 floaters, 12 days sick leave, CAL PERS retirement (no Social Security)

APPLICATION DEADLINE: open until filled.

TO APPLY: (1) Complete an MCYP application in full. Provide with the application: (2) a cover letter wherein the applicant describe themselves as meeting the criteria for the position of Youth Worker (demonstration of writing ability), (3) a current resume and supporting documents, and (4) the provision of three references. Applications may be obtained at MCYP 776 S. State St., suite 107, Ukiah CA 95482 or by calling 707-463-4915, by requesting an application by e-mailing admin@mcyp.org.

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.