

<b>Job Title:</b>	Youth Mentor
<b>Reports to:</b>	Family Partnership Program Director
<b>Department:</b>	Family Partnership Program (FPP)
<b>FLSA Classification:</b>	Non-Exempt
<b>EEO Category:</b>	3
<b>Pay Rate:</b>	Salaried
<b>Org Band:</b>	Frontline
<b>SEIU Eligible:</b>	No
<b>Job Summary:</b>	Provide weekly mentoring support and coaching services to youth who are receiving public services for mental health related issues. Assumes a leadership role in improving outcomes of children by providing them with problem solving skills, resources, and information to link back to their natural community support systems, and support youths in achievement of personal goals.

#### **Primary Responsibilities**

- Attend family team meetings, IEP meetings, court hearings, and other formal meetings as needed in youth support.
- Be available to youths by phone, home visits and community outings to provide support and encouragement.
- Assist youths on how to negotiate, resolve conflicts, and navigate through school and the community.
- Build bridges between youths and agencies and providing them with services.
- Support youths in emotionally reconnecting in a positive manner with their parents if they are returning home after being in “out of home” placement.
- Support the linkage between youths and their natural community resources by attending outings.
- Complete all necessary documentation to account for time spent in service to a youth.
- Performs other related duties as assigned.

#### **Qualifications**

- 2+ years of professional or personal experience providing mentoring to youths.
- Excellent oral and written communication skills.
- Bilingual in Spanish/English preferred.
- Deep understanding – and ability to articulate – the role equity, inclusion, and diversity plays in our work.

### **Physical Requirements**

- Bend: flexion of the upper trunk forward while standing and knees extended, or knees flexed when sitting
- Lift: exertion of physical strength to move objects 10-25lbs from one level to another
- Carry: hold or rest weighted objects 10-25lbs directly on hands, arms, shoulders or back while moving from one location to another
- Climb: ascend/descend with gradual or continuous progress, using both hands and feet
- Push: exertion of force on or against an object (weight/size) to move it from one location to another.
- Feel: perceiving attributes of objects, such as size, shape, temperature, or texture by touching with skin

### **Acknowledgements**

Community Action Marin is an Equal Opportunity Employer and Prohibits Discrimination and Harassment of Any Kind: We are committed to the principle of equal employment opportunity for all employees and to providing employees with a work environment free of discrimination and harassment. All employment decisions at our agency are based on business needs, job requirements, merit, alignment with agency core competencies, and individual qualifications, without regard to race, color, religion or belief, national, social or ethnic origin, sex (including pregnancy), age, physical, mental or sensory disability, HIV Status, sexual orientation, gender identity and/or expression, marital, civil union or domestic partnership status, past or present military service, family medical history or genetic information, family or parental status, or any other status protected by the laws or regulations in the locations where we operate. Community Action Marin will not tolerate discrimination or harassment based on any of these characteristics.

By signing below, I acknowledge that I have received a copy of this job description. I further acknowledge that I can perform the essential duties and responsibilities of the position with or without reasonable accommodations.

Note: Nothing in this job description restricts management's right to assign or reassign duties and responsibilities to this job at any time.

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_