

Celebrating 60 years

**eliminating racism
empowering women**
ywca

4601 Corona Drive • Corpus Christi, TX 78411
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www.ywca.org/corpuschristi

JOB POSTING

POSITION TITLE: Community Connection Facilitator
STATUS: NON-EXEMPT—20 hours/week
DEPARTMENT: Community Connection

POSITION: # 202, 203

GENERAL DESCRIPTION OF THE JOB: Lead YW-Teen groups for fifth and sixth grade girls throughout the community and coordinate YW-Teen activities and leadership camps at the YWCA to assist girls in developing healthy lifestyles so they can achieve their full potential as productive, self-sufficient adults. The facilitator utilizes curriculum focusing on self-awareness, communication, decision-making, group interaction, career exploration, cultural diversity, leadership development, community service, exercise and health, and socialization.

IMMEDIATE SUPERVISOR: Community Connection Director

RESPONSIBILITIES:

- a) Market the YW-Teen program and recruit participants at designated schools.
- b) Lead YW-Teen groups discussions and activities utilizing approved curriculum to promote development of positive social, interpersonal and leadership skills of all participants.
- c) Coordinate and supervise YW-Teen activities (swims, lock-ins, diversity training, Reading Rally, Fantastic Futures, Holiday Shopping, etc.) and community service projects at the YWCA or in the community to encourage leadership development, foster community awareness, and prevent gang association for participants.
- d) Maintain current roster, demographics and data for all YW-Teen members.
- e) Communicate with school contacts and parents in a professional manner, representing the YWCA in a positive light.
- f) Maintain proper attitude toward safety and insure that all operations are performed in accordance with safety standards.
- g) Maintain professional, ethical standards as well as confidentiality at all times concerning youth participants.
- h) Assist with other assignments as assigned by supervisor.

REQUIREMENTS:

- a) 60 hours college; 1 year relevant experience working with youth may substitute for 30 hours.
- b) Excellent verbal and written communication skills.
- c) Experience working with group youth activity, youth services, social work; knowledge of community resources and how to access them. Knowledge of working in a bilingual, and bicultural setting.
- d) Knowledgeable of word processing and spreadsheets.
- a) Must be able to pass a criminal history check done for criminal indictment involving an offense against a person, an offense against the family, or an offense involving public indecency under Texas Penal Code as amended or an offense under Chapter 281 of the Texas Health and Safety Code.
- e) Flexible, regular, good attendance.
- f) Ability to walk, bend, stoop, twist at waist, reach, climb stairs, lifting at least 30 lbs.
- g) Must be able to use own personal vehicle, have a valid Texas Driver's license, have a good driving record, and be 25 years or older for YWCA insurance compliance and carry the minimum state liability insurance.

Submit Application and 2 Letters of Reference from Supervisors to:

YWCA Administrative Office
4601 Corona
Corpus Christi, TX 78411

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