Outreach Youth Counselor – Full-Time, U-Turn

Join our team! You could play an important role at Cocoon House.

We empower young people, families, and communities to break the cycle of homelessness through outreach, housing and prevention. Through our programs, we serve hundreds of youth, families, and young adults throughout Snohomish County. To learn more, please visit our website at http://www.cocoonhouse.org

We’re looking for an Outreach Youth Counselor, Full-Time:

Hours: Full-time, Monday through Friday, 10:45am to 6:45pm

Pay rate: $15.00 per hour

Benefits: Eligible for benefits after 60 days

Reports to: U-Turn Program Manager

Job purpose:
Provide a safe and supportive environment for teens in care, promoting positive interaction, providing life skills, social skills and enrichment activities. Provide information, referrals and support to community on phone.

Duties include:
- Will provide information and referral, linkages to needed services, and crisis intervention with a focus on reducing involvement in youth violence and/or gang involvement; increasing youths’ abilities to access services to become more self-sufficient; and increasing supports in youths’ lives.
- Will meet teens’ basic needs while building positive relationships with the youth to establish trust and support.
- Will link youth to Advocates and Navigators for case management services.
- Will conduct stationary outreach at Cocoon House U-turn Drop-In Resource Center to ensure all youth are aware of other Cocoon House services.
- Cook and clean as scheduled and will meet requirements as assigned by U-Turn Program Manager.
- Complete a daily inventory of the supplies of the Drop In floor.
- Support of all volunteers and community partners.
- Will meet the required hours specific to their job including additional hours for Outreach team meetings and Cocoon House All-Staff meetings.
- Follow mandated reporter requirements by documenting incidents and calling CPS.
- Report any needed facility repairs to the U-Turn Program Manager.
• Collect and track data on services received throughout the shift.
• Complete weekly data requirements to assist UTURN Program. Respond to data requests.
• Have supervision meetings bi-weekly with supervisor.
• Meet additional job requirements and fulfill assigned responsibilities as assigned by the U-Turn Program Manager.

Qualifications include:
• Experience with at risk youth or enrolled in a human services program.
• Ability to diffuse escalated youth.
• Ability to record and document information on forms as required for case planning and CPS reporting.
• Familiarity with local services and how to access them. Ability to assess situations and gather pertinent information.
• Ability to assess dangerous situations and access emergency services.
• Ability to relate with youth and staff.
• Ability to maintain boundaries with youth.
• Must have the ability to work independently and as part of a team.
• Ability to assess and prioritize youths’ needs developmentally.
• Be able to assess emergencies and get proper support.
• Acceptance of a variety of lifestyles, behaviors, and cultural and spiritual practices.
• Commitment to Agency’s mission and positive youth development model.

Within 30 days:
• Must be cleared by DSHS background check and be over 21 years of age.
• Must have food handler’s permit, TB test, HIV certifications, CPR and First Aid training.
• Cocoon House North staff: Knowledge of infant/child development and positive parenting techniques.

Working conditions:
• Mobility: ability to sit and walk for long periods, move about an office, stand occasionally, reach above and below desk level
• Dexterity: fine manipulation sufficient to operate a keyboard, handle individual papers, write and take notes
• Lifting: occasional lifting of papers, files, equipment and material weighing up to 25 pounds
• Visual Requirements: close vision sufficient to read files, documents, and computer screens and do close-up work; ability to adjust focus frequently
• Hearing/Talking: ability to hear typical speech, speak and hear on the telephone, and speak in person
• Emotional/Psychological Factors: ability to make decisions and concentrate; frequent contact with others including some public contact; frequent deadlines and time-limited assignments
• Exposure to offensive language and possible aggressive behavior from clients.

Cocoon House will provide reasonable accommodation to qualified persons with disabilities if requested.

Cocoon House is strongly committed to removing barriers and supporting inclusion and diversity in all its forms. We strive to create a safe and open atmosphere for young people, families, staff, board members, community partners and funders. We learn from the diverse individuals we work with and embrace their unique attributes to ensure we fulfill our agency mission and core values. Cocoon House is an Equal Opportunity Employer. We seek to provide equal opportunity for all persons without regard to race, age, color, religion, gender, gender expression, marital status, sexual orientation, military status, national origin, or any other characteristic protected under the law.

People of color and members of the LGBTQ community are strongly encouraged to apply. We are dedicated to the goal of building a culturally diverse and pluralistic workforce, committed to working in a multicultural environment and we strongly encourage applications from veterans, and marginalized populations; including people of color, women and those in the LGBTQ community. We encourage those with personal experience with homelessness to apply.

**How to apply:** If you’re interested in this position, please email a resume and cover letter, along with your personal email address, to chris.eck@cocoonhouse.org. No phone calls accepted. Only those candidates being considered will be contacted.

Check out all of our employment opportunities at:
http://www.cocoonhouse.org/employment