



## JOB ANNOUNCEMENT

Yamhill Community Action Partnership (YCAP)

[www.yamhillcap.org](http://www.yamhillcap.org)

**POSITION TITLE:** Youth Life Skills Coach  
**RESPONSIBLE TO:** Adult & Youth Services Director  
**LOCATION:** Newberg, Oregon  
**WORK SCHEDULE:** M-F 9am – 6pm – some extended evening hours may be required

**RESPONSIBLE FOR:** The SafeShelter Life Skills Coach is a full-time, non-exempt position which provides advocacy, case management, and a comprehensive life skills and job readiness program for runaway and homeless youth ages 16-21 participating in the Transitional Living Program (TLP). This position requires extensive knowledge of youth issues, outreach, and life skills as well as the ability to provide needed services to ensure client self-sufficiency. The SafeShelter Life Skills Coach will collaborate with other services providers to enhance the program.

**STATUS:** Full time Regular, Non-exempt

**STARTING SALARY RANGE:** \$16.08 - \$18.00/HR

**BENEFITS:** Vacation and sick time, medical for employee and family, dental, life, short/long term disability, Employer match up to 3% in 401k account.

### KNOWLEDGE, SKILLS, & ABILITIES

- B.S. Sociology, Education or Counseling preferred
- Knowledge of At-Risk youth issues, supervision and programing
- Knowledge of computers and software programs
- Skill in verbal and written communications, problem solving, and team work
- Ability to work independently on multiple projects in a timely fashion
- Ability to work with diverse people, organizations and situations
- Ability to work a flexible schedule
- Ability to drive agency vehicles and pass background, drug screen & insurance requirements

**JOB DESCRIPTION:** see website for full job description [www.yamhillcap.org](http://www.yamhillcap.org)

**CONTACT:** Send application, letter of interest & resume to: [alainab@yamhillcap.org](mailto:alainab@yamhillcap.org)

Or by mail- YCAP  
Attn: Human Resources  
P.O. Box 621  
McMinnville, Oregon 97128

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