

## **Youth Employment Program**

### **Employment Education Specialist**

St. Nicks Alliance is a nonprofit, nonsectarian community-based organization founded in 1975 with the mission to serve as a catalyst to improve the quality of life of residents in North Brooklyn communities through its work in five main areas: housing, healthcare, workforce development, economic development, and youth and education.

#### **Program Overview:**

The purpose of the Summer Youth Employment Program (YEP) is to provide New York City youth with year-round employment and educational experiences that build on their individual strengths and incorporate youth development principles. These principles include engaging the talents and interests of youth, developing their skills and competencies, and providing positive adult role models.

The goals and objectives of YEP are:

- To provide a valuable work experience at job sites that are safe and well supervised
- To assist youth in identifying their career interests through exposure to different industries, occupations, educational pathways, and the requirements for success in each of them
- To enable youth to acquire positive work habits and develop employment-related skills
- To facilitate the long-term employment and self-sufficiency of youth
- To leverage youth to develop a greater understanding of higher education and career options available to them
- To enable youth to develop financial literacy and other competencies that will prepare them to succeed in their transition to adulthood

#### **Responsibilities:**

- Develop employer contacts for employment of participants
- Conduct on-site employment position evaluations
- Place individuals into jobs to meet contract goals
- Assist with career counseling, evaluation, skills training, job readiness training, and other activities related to employment transition for person with disabilities
- Work with businesses, agencies and organizations to remove employment barriers and resolve issues related to community integration and independence for youth workers
- Monitor employment progress of individuals
- Work collaboratively with Education Coordinator to create a comprehensive job readiness curricula
- Maintain necessary documentation records

#### **Qualifications:**

- AA and at minimum two year experience in youth development or BA and one summer of SYEP
- Demonstrated experience working with youth development programs and facilitating educational workshops for young people
- Knowledge of Sales techniques and ability to collaborate with Case Managers/ Site Monitors and community employers to support participants
- Ability to serve as a strong role model, provide guidance to young workers, and mediate conflict as needed
- Strong interpersonal skills and ability to work in a professional setting

**Send resume to [youthresumes@stnicksalliance.org](mailto:youthresumes@stnicksalliance.org)**