Full-Time Compass High Program Director and Counselor Advocate

JOB DESCRIPTION

About St. Nicks Alliance

St. Nicks Alliance, founded in 1975, is a nonprofit non-sectarian community development corporation dedicated to the sustainability and revitalization of Northern Brooklyn through its work in five main areas: housing, healthcare, workforce development, economic development, and youth and education. The St. Nicks Division of Youth & Education serves 2,500 youth in northern Brooklyn through afterschool, summer, school-based, and internship programs as well as two Beacon community centers. St. Nicks is also the strategic partner of the School Settlement Association, Brooklyn’s oldest settlement house.

About Youth and Education

Established in 1994, St Nicks Alliance’s Youth and Education serves more than 6,000 North Brooklyn youth each year. Through a wide-range of programs, children and youth are empowered to successfully advance through the stages of education and into young adulthood with the core competencies to thrive. In partnership with schools, families and community, St. Nicks Alliance’s holistic approach to transformation combines youth development, counseling, academic enrichment, health and wellness, arts learning and post-secondary readiness.

About the Opportunity

St. Nicks Alliance is seeking a skilled counselor (ie.MSW, MHC, etc.) to lead our Compass High program and provide socio-emotional services to its high school participants. This program on Grand Street Campus in Williamsburg, Brooklyn serves 50-70 9th and 10th graders who may have a history of chronic absenteeism or difficulty transitioning into the new grade. The Compass High Program Director/Counselor Advocate is part of a threemember team offering intake, drop in, small group and 1:1 counseling to Grand Street Campus youth. (Clinical supervision is provided.) As Program Director, she/he/they also designs and oversees afterschool programs intended to foster school attachment for the participants through a safe, welcoming environment and caring relationships with adults and peers. Engaging activities respond to student needs and interests, prioritizing student voice and choice. Past or current activities have included digital media, theater, visual art, cooking, LGBTQIA+ support groups and civic engagement, for example. In addition to understanding the developmental needs of teens, the ideal candidate can demonstrate an aptitude for meeting grant deliverables, such as managing data, recruiting participants and meeting rate-of-participation requirements. This position reports to SNA’s director of Grand Street Campus services, which include Compass High, Williamsburg Beacon, and Connect for Success AIDP.
Essential Duties and Responsibilities:

PROGRAM DEVELOPMENT AND IMPLEMENTATION

- Build and manage a caseload of 50+ Compass High participants with team support.
- Design attendance improvement, social-emotional and enrichment activities that address the needs/interests of students and meet the COMPASS High contract deliverables.
- Design and realize a Summer Bridge program for incoming 9th graders and students in need of academic recovery.
- Alongside supervisor and colleagues, coordinate campus programs and ensure collaboration with Grand Street Campus’ three school principals for all activities.
- Provide intake and assessments, short-term counseling, small group counseling, crisis intervention and advocacy for students.
- Actively help students address issues that are barriers to school attendance.
- Act as a mandated reporter on all suspected incidents of abuse and endangerment.

PARTNERSHIP/RELATIONSHIP DEVELOPMENT

- Build and maintain strong, positive relationships with students, parents, school faculty and community resources.
- Liaise with school personnel around students and issues, while maintaining student confidentiality.
- Collaborate with school social workers) and guidance counselors to provide nonmandated services.
- Cultivate school and community partnerships through outreach, regular meetings, community events, program marketing, recruitment and participant retention.
- Provide referrals to outside agencies and follow up, as needed.
- Collaborate with SNA’s team around student support and success.

ADMINISTRATION

- Manage applications, enrollment and attendance for 50+ COMPASS High participants. Ensure 100% compliance.
- Meet internal and external deadlines. Track, report, and update data organized on DYCD Connect and ETO systems. Ensure 100% compliance.
- Lead out DYCD site visits.
- Attend all Division Leadership Meetings and DYCD Compass High Provider Meetings.
- Ensure DYCD program binders are updated on a monthly basis; oversee staff binder audits.
- Submit subcontractors sign-in sheets on a monthly basis, if applicable.
- Any other tasks as identified by your Supervisor as they relate to your responsibilities.
• Maintain case notes, service documentation, attendance rates, grades, etc. using approved databases

Qualifications

• Masters in Social Work, Counseling or related field (recent graduates with relevant experience encouraged to apply)
• At least 3-5 years experience working with the High School population, preferably in a school.
• Strong problem solving, decision making and communication (Spanish/English a plus) skills.
• Demonstrated ability to design programming that meets the needs and interests of youth
• Solid clinical judgment, assessment and crisis intervention skills
• Strong knowledge of afterschool and positive youth development a plus
• Ability to work collaboratively with our DOE staff and Program team members
• Knowledge of community resources and ability to navigate systems a plus
• Highly organized, ability to prioritize and be proactive

Salary: $58,000-$68,000

How to Apply
Qualified candidates should submit a cover letter and resume to youthresumes@stnicksalliance.org