Mission
Side by Side is dedicated to creating supportive communities where Virginia’s LGBTQ+ youth can define themselves, belong, and flourish.

Core Values
- Equity
- Trustworthiness
- Boldness
- Collaboration
- Responsiveness

Strategic Priorities
Side by Side’s work focuses in on the following key strategic priorities:
- Commitment to Black LGBTQ+ Youth
- Youth Centered
- Vibrant Community
- Tradition of Support
- LGBTQ+ Voice

Position Goal
The Director of Youth Programs and Services leads the programming team in the development, delivery, and assessment of youth supports. This position also coordinates the services and referrals of youth in crisis or additional needs that connect with the agency. The position reports to the Co-Executive Director.

Primary Responsibilities
- Team Supervision
  - Provide administrative, programmatic and clinical supervision to the Youth Programs team, which includes the Youth Support Group Manager, Lead Facilitators, interns, and volunteer facilitators
  - Facilitate or coordinate facilitation of team meetings
  - Develop and provide training for Programs team and others providing direct services to youth around relevant best practices for supporting LGBTQ+ youth
  - Complete performance reviews of directly supervised staff on an annual basis
• Direct Youth Programming Efforts
  o Provide direction and support to the team to develop and deliver curriculum for Side by Side support groups
  o Establish annual program outcome goals and provide on-going evaluation & assessment of youth programs utilizing the Search Institute’s 40 Assets for Youth Development and twice a year youth surveys
  o Communicate program goals and outcomes with Co-Executive Director, Board of Directors, Youth Programs team and to partners
  o Provide data needed in order to meet funding requirements and/or secure new funding
  o Oversee the coordination of all youth social events, including the Alternative Prom
  o Serve as Co-Chair along with a Board member of the Youth Programs & Services Committee

• Coordinate Youth Services
  o Coordinate crisis support with Youth Programs team
  o Provide oversight for direct crisis support and intervention by Youth Support Group Manager and/or Lead Facilitators
  o Serve as primary connection to Side by Side’s contracted professional counselors and assist in connecting Side by Side youth to these services
  o Ensure youth records are maintained utilizing KidTrax and SharePoint databases
  o Respond to inquiries as needed by referring to appropriate agencies and additional community supports

• Lead Youth & Family Outreach
  o Serve as liaison for Side by Side on local youth coalitions and with LGBTQ+ supportive parent agencies including PFLAG Richmond and He She Ze & We

Required Qualifications
• Bachelor's degree in social work or human services field, Masters or graduate degree preferred
• Must have clinical license (e.g. LCSW, LPC or other relevant clinical license)

Preferred Knowledge, Skills & Abilities
• 2-4 years experience supervising others including performance evaluation and professional development support
• 1-3 years experience designing, implementing, and evaluating youth-centered programming grounded in youth development principles with a gender-racial equity lens
- Understanding of adolescent and young adult development, especially related to LGBTQ+ youth
- High level of familiarity with and skilled in application of trauma-informed care practices
- Crisis assessment and intervention experience, to include making necessary referrals and reports
- Experience leading educational, support and/or treatment groups for youth, along with knowledge of group dynamics and strong facilitation skills
- Skilled in program development and enhancement, to include creating and adapting curriculum for the needs of LGBTQ+ youth
- Experience working with volunteer boards and committees to communicate program information
- Ability to recruit, select, manage, and mentor supervisees, interns, and/or volunteers in order to meet youth needs and organizational goals

**Top Things We’re Looking For:**
- Relationship-centered individual who works well in a fast paced environment and collaborative organizational culture
- Comfort with and enjoyment of youth from varying identities, backgrounds, and developmental levels
- Commitment to engaging with youth in an open, enthusiastic, strengths-based manner
- Value youth contributions and additions to decision making tables
- Demonstrated efforts toward improving diversity, equity and inclusion
- Excellent interpersonal and communication skills, both verbal and written
- Organizational skills to successfully manage multiple priorities in a complex and ever-changing work environment
- Strong ability to build relationships across diverse identities, roles, and priorities
- Effective skills in conflict resolution/mediation and problem-solving
- Time and project management skills, along with the ability to delegate responsibilities, assign tasks and convey instructions
- Comfort with both in-person and virtual group and staff meetings
- Ability to work independently and effectively both individually and in group settings
- Equally comfortable with self-directed and other-directed projects and responsibilities

**Compensation**
The salary range for this position is $49,000 - 55,000. The compensation package includes health and dental benefits, and 4 weeks’ vacation.

**Work Schedule**
The Director of Youth Programs and Services position is full-time (40 hours/week). Due to the nature of evening youth support groups and crisis management, evening and weekend hours may be required.

**Physical Demands**
The position has minor physical demands. They include moving small boxes, rearranging furniture and/or helping to set up events such as Prom or Springtime.

**Equal Opportunity Statement**
Side by Side is committed to attracting, developing and retaining exceptional people, and to creating a work environment that is dynamic, rewarding and that enables each of us to realize our potential. We believe that our staff should reflect the community we serve; candidates representing culturally diverse populations are strongly encouraged to apply. Side by Side strives to provide a work environment that is safe and open to all employees and partners, respecting the full spectrum of races, ethnicities, national origins, ages, sexual orientations, gender identities, beliefs, religions, faiths and ideologies, cultures, socio-economic backgrounds and levels of physical ability.

**To Apply**
Please submit the following to jobs@sidebysideva.org with the subject line: Application - Director of Youth Programs and Services

- Cover letter highlighting your relevant experience and interest in the position
- Resume with 3 References (can be professional and personal)
- Personal Statement that addresses the following questions in no more than 2 pages:
  - What do you see as the most pressing needs for LGBTQ+ youth in Central Virginia?
  - Define what racial equity means to you and how you strive to create equitable communities where people and communities of color can thrive.
  - Describe how you apply a gender-racial equity lens to youth programming and relationship building

*All applications must be received by June 21, 2021.*

The application process will also include:

- Review of application package
- Checking of professional references
- Criminal history check: state, child abuse and neglect registry, sexual offender registry
- Zoom interviews with Side by Side staff, youth and community partners. The interview may be recorded with applicant consent.