



Afro Caribbean Cultural Center Inc.

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Job Posting

Youth Leadership Coordinator (part time with potential to become - full time)

The Afro Caribbean Cultural Center (ACCC) is a vibrant home for Caribbean Taino and afro-descendent cultures, in Connecticut. Our Center without walls philosophy means we will perform our work in spaces (art and cultural institutions) that already exist. A multi-disciplinary center, ACCC integrates the arts, education, activism, and conscious cultural tourism to foster social transformation. We document and present the creative genius of African Diaspora cultures; prepare the next generation of cultural leaders; and unite Diaspora communities.

ACCC is looking for a CUYO Youth Leadership Coordinator to develop and facilitate programs for pre-teens/teens and young adults in Waterbury and surrounding communities. The Youth Leadership Coordinator will work to assess the needs of young people and to implement relevant and engaging youth programming. The coordinator will work directly with pre-teens, teens and young adults alongside other staff, youth leaders, parents, and teachers to help ACCC youth acclimate to and build ties in the Waterbury community. The coordinator will also act as a liaison between ACCC and area middle schools, spending time in several schools each week to support the academic, social, and emotional growth of ACCC Cuyo Youth.

General Description

The Youth Leadership Coordinator will work as a team to re-imagine and revitalize ACCC's Youth Leadership program (CUYO). In the past, the program has consisted of a summer youth program. The first fall monthly CUYO program will be aimed at older pre-teens middle school aged. The purpose of these monthly activities has been to empower CUYO teens and young adults to form and deepen friendships across differences, to explore Waterbury, to learn about social justice peace circle process and topics, to develop confidence, and to promote confidence and creative self-expression. The CUYO Youth Leadership Coordinators may decide to keep elements of the past programming or create a new format based on the current needs of the CUYO youth.

Candidates must be fully vaccinated against COVID-19 and comfortable coming into contact with other people.

Essential Duties and Responsibilities include:

Youth Leadership Program Coordination

- Plan and facilitate group youth leadership sessions, generally once a month during the academic year and daily for six weeks during the Summer Cuyo Summer Program.
- Recruit and supervise youth leaders and college volunteers to assist in planning and facilitating group sessions
- Develop youth leadership group programs in artistic, practical, and academic spheres according to

goals and interests expressed by youth

- Develop and facilitate trainings for volunteers and interns assisting with the youth groups
- Plan and chaperone field trips, including six week-long summer field trips (dependent on annual grant funding)
- Maintain attendance, document academic and social emotional growth, and budget for the CUYO Youth Leadership Program to ensure grant compliance
- Engage in youth client outreach for the programs to all Middle School age teens in the greater Waterbury area whose families are served by ACCC
- Lead bus orientations for new participants from their schools to downtown meeting space, and from downtown to their homes, as needed
- Research youth development best practices and seek out opportunities for continuing training as a youth facilitator
- Regularly evaluate and revise program units to improve outcomes according to needs assessments and youth development best practices
- Provide and monitor community service opportunity for ACCC teens

Youth Outreach and Support

- Flag chronically truant students and students struggling with socio-emotional issues; refer them to relevant school and additional community support and follow up to check progress
- Assist students in communicating with guidance counselors and teachers about missed assignments and remaining on track academically. Advocate for students' needs (such as for assignments adapted to their English level) with teachers and school staff
- Conduct a one-on-one or small group check-ins (at least once per semester) with ACCC CUYO youth to monitor school engagement, encourage students to participate in youth leadership programming, and connect students to helpful resources
- Check in (a minimum of once per semester) with any youth community case managers, high school ESOL lead teachers, guidance counselors, and school-based mental health clinicians serving ACCC students to identify youth in need of extra support
- Conduct extra program outreach to ACCC youth who have been identified by family members, teachers, or ACCC staff as needing support and act as a bridge to help those students connect to already-existing resources, and/or to adapt IRIS programs to fit their needs
- If similar issues arise across clients, work with ACCC education staff, school staff, and parents and youth to identify potential solutions and/or advocacy strategies
- Coordinate one-on-one youth mentoring volunteers
- Document work with students with case notes

Education Team Support

- Participate in regular ACCC Education Team meetings; coordinate with and support other educational programs and initiatives as needed

Requirements:

The position is accessible to people of varying skill levels and experience. However, priority will be given to applicants with the following qualifications:

- Previous experience serving youth in youth development or educational settings
- Previous experiences communicating cross-culturally
- Previous experience leading groups and developing group curriculum or activities
- A driver's license and ability to occasionally help transport youth (for example, for field trips)

Desired skills and experience:

- An Associates Degree / Bachelor's degree (Desired) or Experience for 3-4 years of working with youth.
- Background or knowledge in teen psychology and development, running psychoeducational groups, family systems, or youth restorative justice practices
- Applicants who speak any of the following languages are especially encouraged to apply, though no second language is required: Spanish
- Applicants who identify with historically underrepresented groups in college and professional paths who will be able to mentor refugee and immigrant youth in navigating their lives are especially encouraged to apply
- Personal experience with undocumented or mixed status families
- Knowledge of Waterbury public school system
- Experience with college access, especially in underserved communities or communities of color
- Experience working within the immigrant community
- Ability to work collaboratively with multiple people and programs within IRIS
- Ability to juggle multiple simultaneous tasks
- Ability to troubleshoot and overcome unexpected challenges
- Strong understanding of culturally sensitive practices, commitment to anti-racism and the mission of ACCC
- Ease using Google Workspace and spreadsheets

Supervises: Cuyo Fall/Summer Staff, Interns and volunteers

Supervised by: Executive Director

Compensation: \$15,000 (part time, salaried position) (15 Hours a Week)

Benefits: Vacation (3 weeks / year), Personal days (3 days/ year), sick leave (12 days/ year), holidays per ACCC schedule (currently 16 days/ year).

To apply, send an email to info@taino-nation.org as soon as possible with the following:

- A subject line that says "Youth Leadership Coordinator—Your Name"
- **A cover letter explaining your interest in the position and your qualifications**
- An attached resume
- Contact information for three professional references

Applications will be reviewed as they are received and will be accepted until the position is filled.