



Position Title:	Area Outreach Specialist
Supervisory Responsibilities:	None
Budget Responsibilities:	None
Reports To:	Community Engagement Case Manager Coordinator
FLSA Classification:	Non-Exempt
Date:	December 2024

POSITION SUMMARY:

The Area Outreach Specialist will act as a vital link between the community and Identity, serving as a liaison to ensure open communication and collaboration. This role is a part-time and involves providing regular updates on community needs, challenges, and events while offering service recommendations tailored to those needs.

Working closely with the Community Engagement Case Manager Coordinator, the Specialist will participate and develop and propose outreach strategies, activities, and programs aimed at engaging and recruiting marginalized and underserved youth and their families. These youth may be at risk of gang involvement, substance abuse, incarceration, teen pregnancy, or dropping out of school.

In addition, the Specialist will actively promote Youth Opportunity Center programming within the community, fostering awareness and participation.

PRIMARY RESPONSIBILITIES:

- 1. Supports Program Delivery:** Collaborates with the Community Engagement Case Manager Coordinator to recommend and assist in implementing activities such as the Youth Leadership Council, support groups, and other initiatives designed to engage youth and their families. These activities aim to prevent high-risk behaviors while fostering life skills, well-being, and a sense of shared responsibility.
- 2. Conducts Targeted Outreach:** Participates in outreach efforts in collaboration with the Community Engagement Case Manager Coordinator, focusing on locations where community members naturally gather to maximize engagement.
- 3. Facilitates Conflict Resolution:** Helps identify and communicate conflicts involving youth and other community sectors, supporting efforts to address and resolve these challenges effectively.
- 4. Connects Youth and Families to Resources:** Assists Youth Opportunity Center staff by referring youth and their families to relevant Identity programs and services to meet their needs.

5. **Promotes Programs and Services:** Markets the Youth Opportunity Center and other Identity programs by representing the organization at community-based outreach events, enhancing visibility and participation.
6. **Engages in Training and Development:** Actively participates in required training sessions, meetings, and presentations to stay informed and effective in fulfilling the role's responsibilities.
7. **Supports Identity's Mission and Values:** Aligns work with Identity's mission, values, and strategic goals. Continuously seeks opportunities to improve the organization, brings a positive and proactive attitude to the workplace, and shares ideas and suggestions to enhance outcomes.

SECONDARY RESPONSIBILITIES:

1. Participates in organization's advocacy activities.
2. Assist staff members with special events, retreats, tournaments, field trips, etc.
3. Performs other duties as assigned, required, or needed.

EDUCATION AND EXPERIENCE:

- High School Diploma or GED preferred.
- Must be able to pass a federal background check, including criminal background check and Child Protective Services background check.

SKILLS AND ABILITIES:

- Bilingual English/Spanish desired.
- Excellent oral communication skills.
- Maintains composure, patience, and self-confidence.
- Works collaboratively with diverse clients and staff.
- Practices with a strong code of ethics and integrity, and fulfills obligations.

WORK ENVIRONMENT:

- The ability to lift and move up to 25lbs.
- Must be able to work a flexible schedule including evening and weekends.