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## Transitions Coach

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### Retention Bonus!

\$500.00 after 6 months of employment; \$1000.00 after 12 months of employment; \$1500.00 after 18 months of employment

**Our VISION** All youth feel safe, accepted, and supported.

**Our MISSION** The Bridge for Youth centers youth voice, justice, and equity in all we do, and empowers youth experiencing homelessness through safe shelter, basic needs, and healthy relationships.

### Our VALUES

*Patience* - We give space for youth to make decisions on their own timeline in their own way.

*Love and Caring* - We believe in acceptance, empathy, and non-judgment.

*Communication* - We engage in intentional dialogue to understand each other's truths.

*Integrity* - We actively learn, grow, and change to align our actions in equity and justice.

*Co-Creation* - We seek connection to amplify the voice of youth and each other.

*Community* - We stand together for youth and for each other.

### Position Overview

The Bridge for Youth (BFY) centers youth voice, justice, and equity in all we do, and empowers youth experiencing homelessness through safe shelter, basic needs, and healthy relationships. For over 50 years, The Bridge has been at the forefront of addressing youth homelessness in Minnesota, positively impacting the lives of the most vulnerable youth in our community, through youth-centered programs that offer a pathway out of poverty and chronic homelessness.

This Transitions Coach is responsible for developing, identifying and facilitating independent living skills curriculum (ILS) for youth staying in Marlene's Place, transitional housing and case management for pregnant/parenting youth (ages 16-20) and their children (ages 0-3), and Rita's House, affordable housing in an intentional living community for youth ages 18-21. This position works in partnership with case managers for Marlene's Place and Rita's House.

### Position Information

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**Position:** Transitions Coach

**Job Type:** Full-Time

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**Classification:** Non-Exempt

**Reports to:** Supportive Housing Manager

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**Posting Date:** August 17, 2023

**Closing Date:** Open until filled

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**Compensation:** \$22/hr to \$25/hr

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### Benefits Information

- Competitive health, dental, vision and ancillary benefits
- Company paid life insurance and long-term disability
- 403b (immediate contribution & vesting) with up to 4% match after one year of employment
- Up to 20 days of PTO first year of employment, in addition to 15 paid holidays
- Pet friendly

### **We ask all staff to:**

- ✓ Lead within a framework of agency values, philosophies, and goals, including team commitment and cooperation across BFY services and programs
- ✓ Emulate and enthusiastically promote the organizational culture as defined by the identified values statements and racial justice and equity opportunities of BFY
- ✓ Leads in building upon and strengthening a culture of establishing and nurturing relationships
- ✓ BFY believes in team, collaboration, and constantly developing a supportive and caring environment for each other. Sometimes we are asked to lean in above and beyond our position description and we enthusiastically do so

### **Key Responsibilities**

- Create case plans for youth in program using evidence-based Independent Living Skills (ILS) curriculum
- Create and monitor ILS case plans by meeting regularly with youth to monitor goals
- Offer and facilitate monthly ILS groups that address key areas including but not limited to: permanent, safe housing, mental/physical needs, financial literacy, employment, household management and education such as cooking skills
- Identify housing needs & resources in the community, including landlords & property management & supportive housing resources
- Identify opportunities for partnerships with other community partners including employment and job training
- Effectively manage time between program sites with 50% of work hours in Marlene's Place and 50% work hours in Rita's House
- Observe and evaluate progress towards goals in Client Record Management (CRM); advocate for youth services; obtain additional resources; and intervene in crises as needed
- Ensure data is captured in CRM system and that necessary BFY staff are aware of the required measurements and outcomes to be tracked
- Assess youth quarterly according to Self-Sufficiency Matrix (SSM)
- Identify, secure and coordinate corporate and community partners that can support and teach some portions of ILS curriculum on an ongoing basis (for example – engaging financial institutions for financial literacy section)
- Support youth who have transitioned in an aftercare capacity
- Transport youth to ILS and programmatic events, activities, and appointments
- Attend staff meetings and trainings as scheduled

### **Technology Skills Required**

- Proficiency in record keeping in a digitized environment
- Familiarity with Microsoft Word, Excel, PowerPoint
- Equipment used: computer, electronic mail system, telephone, and cell phone

### **Working Hours:**

- Hours of position are generally Tuesday – Saturday 8:30am-5pm with flexibility to accommodate needs of 365/24/7 housing and youth in program
- Participate in on-call back-up rotation, as necessary and assigned

### **Qualifications / Required Skills**

- Two years of working with youth in similar setting required
- Preferred degree in social work, youth development or other human services related field
- Demonstrated passion for and commitment to BFY mission
- Ability to demonstrate commitment to diversity, equity, and inclusion

- Experience in a similarly situated nonprofit preferred
- Must have excellent written and verbal skills
- Must have a valid driver's license, satisfactory driving record and insurance limits of \$100,000/\$300,000
- Must clear a background check
- Bilingual/Spanish written and spoken (preferred)

### To Apply

Submit cover letter, references and resume to **resume@bridgeforyouth.org**

*The Bridge for Youth is an Equal Opportunity Employer committed to embracing diversity and individuality and opposed to practices which discriminate on basis of race, gender, sexual orientation, religion, handicap, disability, age, or nationality. We apply this policy of unbiased consideration not only to our employment practices, but also to any contractual opportunities. We are further committed to taking affirmative action to ensure these opportunities are accessible to individuals who meet the qualifications, and we encourage all interested parties to apply. EEO/AA*