On-Call Youth & Family Advocate

Our Mission

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.

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-judgement.
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.

Our Commitment to Racial Justice & Equity

Position Information

Position: On-Call Youth & Family Advocate	**Job Type:** Part-Time
Classification: Non-Exempt	**Reports to:** Assistant Program Manager
Posting Date: 11/6/26	**Closing Date:** Open Until Closed

Compensation: $18 - $20/hr
The Bridge for Youth utilizes an equitable & competitive compensation program and salary structure that includes regular Cost of Living Adjustments and raises. For this position, the hourly range is $18 - $20/hr. This salary is non-negotiable beyond this range to counter pay inequality and uphold internal parity for salaries.

Position Hours: Hourly position including shift hours working evenings, weekend hours and some holidays.

Position Overview

For over 50 years, BFY 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 and culturally-responsive programs that offer a pathway out of homelessness, including the most marginalized – minors, BIPOC, LGBTQ+, young families, and SEY.

The On-Call Youth & Family Advocate (YFA) is responsible for providing direct services to youth and their families for the physical, emotional, and psychological well-being of youth during their involvement with BFY services. This position provides supervision to youth in a milieu setting and shifts are assigned according to program needs.

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

Resilience House & Gloria's Place (Emergency Services)

- Engage, interact, and supervise youth (10-17 years old; newborn to 3 years old) in a milieu setting
- Teach and assist youth in daily living skills such as cleaning, laundry, cooking, etc.
- Assist in preparation and coordination of meals
- Assist in providing medications as directed by pharmacist/medical provider to youth and recording all medications taken by youth
- Co-facilitate and lead group sessions with youth in program
- Provide counseling and support to youth as needed
- Provide screenings for services, administer assessments and intake services, document and report abuse (when necessary)
- Answer BFY Text4Help line, take messages, or relay information to families and provide resources
- Ensure case management plan of youth is followed and information is accurately documented in youth files
- Enter information, as needed, in Client Record Management (CRM)
- Respect youth confidentiality and always demonstrate appropriate boundaries with youth and families
- Check BFY email on a regular basis
- Adhere to all BFY policies, practices and procedures

Marlene's Place

- Initiate, develop and maintain positive relationships with youth (16-20 years old) & their children (newborn to 3 years old) through applying Marlene's Place Parenting Traditions from initial contact through entire stay
- Provide counseling and support to the youth as needed
- Help support home-like environment through daily internal and external activities with shopping, cooking and providing activities for youth to engage with staff and other youth in Marlene's Place program
- Supervise and assist in completing chores as needed
- Provide screenings for services, administer assessments and intake services, document and report abuse (when necessary)
- Ensure case management plan of youth is followed and information is accurately documented in youth files
- Enter information, as needed, in CRM
- Respect youth confidentiality and always demonstrate appropriate boundaries with youth and families
- Check BFY email on a regular basis
- Adhere to all BFY policies, practices and procedures

Working Hours

- Hourly position; including the possibility of evening, weekend, and holiday hours
- Shifts are as follows:
    - 7:30 AM – 4:00 PM
    - 2:30 PM – 11:00 PM
- On-Call Staff are scheduled to work across all BFY Programs
- On-Call YFAs are scheduled for two major holidays annually
- Must be responsive regarding availability when contacted in the event of unexpected absences

- On-Call YFAs are allowed and encouraged to pick up additional shifts if and when available, but must work a minimum of four (4) shifts per month
- Required: Attend four (4) hours of in-service training annually at BFY (not including initial onboarding) and maintain status of all trainings required by Department of Human Services (DHS) and BFY

Qualifications

Required

- Must have at least one of the following: Experience working with youth in a similar setting or Bachelor's or associate's degree in human services related field
- Demonstrated ability for commitment to diversity
- Demonstrated ability to work individually and with a team
- Demonstrates good communication skills orally and in writing
- Experience and ability to work with Microsoft Office applications (Word, Excel, Access, PowerPoint & Outlook) as well as Client Record Management (CRM)
- Hands-on knowledge of record keeping in a digitized environment, expertise in text messaging and other digital communication methods
- Must be 21 years of age or older
- Must not have been a resident of any BFY program within the last three years
- Must clear a background check
- Valid driver's license, satisfactory driving record, and auto insurance with minimum bodily injury liability limits of $100,000 per person/$300,000 per accident

Preferred

- Lived experience similar to the youth served by BFY
- Bi-lingual (English-Spanish) with high proficiency of verbal and written skills
- Bachelor's or associate's degree in youth development, nonprofit leadership, psychology, social work, or related human services field

To Apply

Submit cover letter 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.