



TheBostonProject
ministries

The Boston Project Ministries
Healthy Youth Champions Coordinator - Mental Health
(Full-Time, Seasonal)
Job Description

The Organization

Mission: The Boston Project Ministries [TBPM] is a non-profit Christian community development organization, which engages and equips neighbors, volunteers, and congregations to build strong communities characterized by God's shalom. We are located in the Talbot-Norfolk Triangle [TNT] neighborhood in the Codman Square, Dorchester section of Boston serving the 580+ families that reside within our 14-streets. From our *Neighborhood Ministry House*, we run a host of relational-based Youth & Family programs including leadership development programs, teen employment, youth Bible studies, and a summer park program. We are also a key support to the community organizing and civic stewardship efforts of the TNT Neighbors United association. Finally, we assist homeowners, seniors, and partner organizations by mobilizing 250+ volunteers a year in community improvement projects and in serving families. Together, these initiatives are leading to individual and community transformation.

Program Description

The Healthy Youth Champions (HYC) will focus on advancing the community's emerging goals related to improving the physical and mental health of children and teenagers. This program will consist of two distinct teams, one focusing on physical health, the other with a mental health focus.

The HYC - Mental Health Team seeks to reduce the negative stigma around mental health and increase community resources to support the well-being of young people. The activities of the team will include conducting interviews with community members and community-based organizations, creating social media campaigns on mental health issues and developing and distributing information on mental health resources.

Position Summary

The Healthy Youth Champions Coordinator leads a team of 6-8 youth employees (ages 15 – 19) in targeted health promotion projects during the summer. In addition to other duties, the HYC Coordinator will participate in job-readiness trainings that are aimed at equipping youth with skills necessary to be prepared for success in work and career. The Coordinator position is a full-time position. Youth participants are employed for 25 hours per week. The Coordinator reports to the Director of Programs and Leadership Development

Key Accountabilities

Healthy Youth Champions Coordinator will be responsible for the Key Accountabilities listed below:

- Serve as a role model and cultivate positive, supportive relationships with youth employees

- Help plan for, facilitate and evaluate a community mental health-focused, outcome-based summer program directed to teen employees.
- Plan for program photo-documentation, and regular postings to organization's social media
- Lead trainings and/or work with guest instructors to provide skill-based trainings
- Serve in a supervisory role (providing daily work direction) for 6-8 youth employees
- Collaborate with other Boston Project summer programs
- Evaluate employment experience with teen employees at beginning, mid- and end of summer
- Enforce discipline procedures when necessary
- Act as on-site point person with partner organizations
- Ensure off-site safety on field trips with youth participants
- Assist as requested in completing any grant reporting for designated program areas
- Participate in staff meetings and debriefings with team to evaluate and make program improvements
- Other duties and program assignments as necessary (potentially 1-2 evenings per week)

Key Qualifications

- Experience working with teens, particularly in a supervisory role
- Experience (or interest) in holistic, (mental and physical) healthy lifestyles promotion and community health issues.
- Background in teaching and/or lesson planning
- Ability to plan a project for a team and execute all aspects of the project from start to completion. Strong youth behavior management skills a plus
- Willingness to work outdoors in all weather conditions
- Willingness to work with younger children (ages 5-11)
- Ability to work professionally with partners (parents, organizations, residents, funders, etc.)
- Ability to multitask, move at a quick pace and work on a team.
- Ability to be flexible, adaptable and problem solve
- Previous experience working with youth in a multicultural setting a plus

Compensation: This is a seasonal non-exempt position with a pay rate of \$15 per hour.

Hours: Monday through Friday; 8:30 AM-5:00 PM with a 30-minute unpaid lunch break daily. Some Wednesday evenings.

Dates: June 17, 2019 – August 16, 2019 (9 weeks; 6 weeks of programming). Possible earlier start available.

To Apply: visit www.tbpm.org/summerstaff. No application deadline. Position contingent upon securing funding sources.

Please contact Paulea Mooney-McCoy, Director of Programs and Leadership Development with any questions: paulea@tbpm.org or 617-959-9372.