

Youth Coordinator

The Youth Coordinator works to engage and support youth and young adults in advocating for systems change by sharing their experiences. This is accomplished by increasing visibility in the community, and providing “hands on” support and guidance to potential Youth MOVE Massachusetts members as well as those who are actively involved.

The Youth Coordinator works to represent the voice of youth who have used professional or natural supports to manage challenges related to mental health, family, juvenile justice, education and/or transition aged youth challenges.

The Youth Coordinator will work with management team to develop a plan for a statewide network of youth and young adults in communities throughout the state.

Responsibilities:

- Guide and support youth in developing their leadership roles, working with them to plan and problem solve.
- Assist in training of Youth MOVE members to represent youth voice on state committees and conferences.
- Teach advocacy skills, educating on why it is crucial that youth advocate to improve the system, and why their voice is critical.
- Work with individual Youth MOVE members to overcome barriers to participation.
- Work cooperatively and effectively with individuals and groups from diverse populations
- Participate in the development and implementation of workshops and training for youth and professionals
- Organize presentations at community events that market Youth MOVE – including fairs, school events, and other events that bring together young adults.
- Develop and coordinate a social media plan
- Manage the relationship between Youth MOVE Massachusetts and Youth MOVE National including program planning, marketing and customer service.
- Collect and verify required paperwork for all peer, youth and participants
- Develop and manage active plans, supplies and logistics for peers to attend activities
- Oversee the implementation of programs of youth groups
- Support peer specialists contractors/employees
- Mentor and educate young peers
- Work in collaboration with state system and providers
- Participate in all staff meetings, staff development and training workshop, conferences and committees as decided upon

Qualifications:

- 1-3 years experience in working with youth



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- Respecting the culture of youth, their families and the communities that serve them in a culturally-competent manner Ability to professionally collaborate and communicate with individuals and agencies.
- Ability to listen empathetically, support and offer appropriate assistance to youth and young adults.
- Ability to remain calm in crisis situations.
- Must be able to effectively communicate information in both oral and written forms; must be able to present and exchange information internally across teams and co-workers, and externally with clients and the public.
- Ability to professionally handle confidential or sensitive information and maintain professional boundaries.
- Ability to manage multiple priorities and task.
- Ability to co- facilitate trainings and community based focus groups
- Ability to productively work independently.
- Ability to complete tasks and fulfill assignments within deadlines.
- Ability to establish and maintain cooperative working relationships with a variety of individuals, especially youth and young adults
- Excellent follow through and ability to consistently document activities and demonstrated experience building partnerships and building teams
- Demonstrated project management skills
- Fluency in Microsoft Office suite, social media experience desirable.

Preference may be given to individuals with one year of lived experience in the mental health system who demonstrate knowledge of the system and how to navigate it.

This is a 40 hours a week position. Must have access to reliable transportation.



Advocacy League

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