

Organization: **Youth & Family Services (YFS)**

Department: **Stronger Youth Program**

Position: **Youth Educator**

Status: **Full-Time**

Reports to: **Stronger Youth Program Manager**

Location: **Rapid City, SD**

Work Schedule:

Work Days: **Monday through Friday**

Hours/Week: **40**

Non-smoking work environment. Wage DOEQ. E.O.E.

Benefits: YFS strives to provide its employees with top-quality benefits. YFS employees are offered medical, dental, vision, long-term disability, and life insurance as well as multiple paid holidays, paid vacation and sick leave, 401K and retirement/pension options, and more!

Minimum Qualifications: Bachelor's degree in education, human services, child development or related field. Transport children as assigned and be willing to submit to random drug and alcohol testing in accordance with performance standards and the Substance Abuse/Misuse Policy for Safety Sensitive Positions & Employees Driving Children. Valid driver's license and maintain current auto liability insurance. Effective networking with community resources. Good computer/word processing skills, good interpersonal, and communication skills. Punctuality, dependability and flexibility. Ability to work with people of all socioeconomic and cultural backgrounds.

Essential Functions:

- Promote healthy relationships and deliver curriculum to high school participants in area public, private, and alternative schools as well as other youth serving venues.
- Maintain knowledge of and good working relationships with schools, youth organizations, and community agencies in order to establish and provide youth outreach services.
- Participate in recruitment activities to ensure target populations are reached.
- Utilize all educational resources (including curriculum, presentations, web sites and all other supporting information) in a manner that is age appropriate and designed to increase participants' knowledge and skills. Address the topics of family life challenges, making connections with caring adults, employment preparation and economic self-sufficiency challenges, building communication skills, and dealing with emotional experiences and decisions.
- Conduct intake and assessments of family needs, and make necessary referrals.
- Preserve confidentiality of referral information and requests for assistance.
- Participate in staffing as required or requested to facilitate effective service delivery.
- Maintain fidelity of the program.
- Assist with data collection, including applicant characteristics, performance measures, local evaluation measures, and stories.
- Enter program operations, enrollment, and participation data in nFORM as needed.
- Assist with preparation of quarterly reports to ACF.
- Coordinate with local high schools in scheduling Healthy Relationships curricula.

Additional Functions: Serve as a member of the staffing team to assess the education, health, nutrition, family services, economic, and disability needs of each participant. Attend meetings of community agencies that act as resources for families in need. Cultivate and maintain community resources to assist program participants. Support all activities, programs, and services of YFS. Provide training to staff as requested by supervisor.

Perform all other tasks as directed by supervisor. Act in accordance with purpose, philosophy, values, goals, policies, and procedures of YFS.

Environmental Functions: Must work flexible hours, including nights and weekends. Ability to lift up to 50 lbs. Must be able and willing to meet travel needs of position.

How to Apply: For consideration, an application for employment must be submitted to the YFS Human Resource Department. Application may be downloaded at: <http://www.youthandfamilyservices.org/careers/>. Please note that resume only will not be accepted.

How to Submit Application:

By email

In person or by mail: Youth & Family Services, 1920 N. Plaza Blvd., Rapid City, SD 57702

Other location: One Stop Career Center

Any questions? Call HR Team at 605-342-4195!