

Youth Engagement Specialist
Full Circle of Lake County, Inc.
Posted: November 1st, 2018

Salary: \$13-\$15 per hour, based on experience

Hours: 10-12 hours per week, per part-time position

Reports to: Manager of Youth Development (Bill Nelson)

Full Circle is looking for a Youth Engagement Specialist who assist in planning and delivering after-school programs that are designed to prevent alcohol, tobacco and other drug use (ATOD), violence, school drop-out and teen pregnancy. Programs and activities will include social norms campaigns and share positive messaging for youth and will help increase the following skills: self awareness, self management, responsible decision making, relationship skills, and social awareness.

Duties:

- Work on social media outreach and engagement (Facebook, Instagram, Snapchat)
- Recruit youth to be involved in social norms campaigns
- Attend some after school activities and assist manager in programming
- Coordinate with community partner organizations
- Conduct research for campaigns and activities
- Data entry and basic data analysis
- Other duties, as assigned

Our ideal candidate(s) will have the following attributes:

Required

- Desire to be a positive and inspiring role model to other youth
- Strong knowledge of social media (Facebook, Instagram, Snapchat)
- Ability to work independently
- Creative, patient, and a strong work ethic
- Basic computer skills and office skills
- Excellent communication
- High energy

Preferred

- Experience in Full Circle programs
- Spanish language skills
- Organizational skills
- Experience working with data

To apply

We will review applications beginning November 12th, and continue until position is filled. For questions, or to apply for the position, please send a resume and cover letter to Bill Nelson at bill@fullcircleleadville.org. Please indicate **Youth Engagement Specialist** in the email subject line, or drop your application materials off in person at 113 E. 5th Street.

Policy of Non-Discrimination

Full Circle of Lake County, Inc. follows an equal opportunity employment policy and employs personnel without regard to race, creed, color, ethnicity, national origin, religion, sex, sexual orientation, gender expression, age, physical or mental ability, veteran status, military obligations and marital status. This policy also applies to internal promotions, training, opportunities for advancement, terminations, outside vendors, members and customers, service clients, use of contractors and consultants, and dealings with the general public.

The Organization

Voted the “Best Nonprofit in Leadville” in 2017 by the Leadville Herald Democrat, Full Circle of Lake County is a well-established non-profit located in Leadville, CO. For 27 years Full Circle has worked to foster healthy relationships amongst youth and families in our community through a variety of programs including: Mentoring, Outdoor Leadership, Drug, Alcohol & Violence Prevention, After-school Activities, Family Leadership Training Institute, Parent Education and Health Equity.