



## Coalition for Hispanic Family Services

Position:	Youth Development Coach Supervisor
Agency/organization:	Coalition for Hispanic Family Services
Reports To:	Director of Fair Futures
Date Available:	Immediately
Date Posting:	February 28, 2024
Deadline to Apply In-House:	March 19, 2024
Deadline to Apply Externally:	Until filled

To apply: Submit a resume and cover letter with qualifications addressed to Tiffany Myrick, Director of Fair Futures, via Email at [tmyrick@hispanicfamilyservicesny.org](mailto:tmyrick@hispanicfamilyservicesny.org).

### About Coalition for Hispanic Family services & Fair Futures

The Coalition for Hispanic Family Services (CHFS) is a community-based, family-focused organization of color providing an array of services to children and families in North Brooklyn and Western Queens. For over 30 years CHFS has worked with vulnerable populations that include children in foster care, seriously emotionally disturbed children, as well as youth and families at risk of abuse and neglect. CHFS supports the strengthening of families in communities through the provision of family support, youth development and school-based programs. The provision of accessible, high-quality family support, youth development, child welfare, health and mental health services to these vulnerable populations is central to our holistic approach of strengthening families in a culturally competent manner.

Fair Futures is a **youth-led advocacy movement** and **coalition of 100+ organizations** advocating for all young people in New York City's foster care system to have access to the individualized supports they need to achieve their potential. The Fair Futures model has been implemented at all 26 foster care agencies, including **Coalition for Hispanic Family Services (CHFS)**. The name of CHFS' Fair Futures program is **Los Caminos**.

**As a Fair Futures Coach Supervisor, you will:**

- Be part of this successful, innovative, and collaborative movement that is changing the landscape of child welfare;
- Join a community of over 400 Fair Futures mission-driven, passionate professionals across 26 foster care agencies;
- Make an **immediate impact** in the lives of young people by helping them carve out a pathway to success in life as they define it;

- **Receive significant professional development supports** from the Center for Fair Futures, including quality trainings and workshops on every topic you will need, unlimited 1:1 support in any area. 1:1 professional coaching to help YOU with your goals, and access to a learning community for Supervisors across all 26 agencies, where you can share best practices, challenges, build your network, and be celebrated.

The overall goals of the Fair Futures program model are to help young people:

- Build trusting relationships and a network of positive adult and peer supports;
- Prepare for and graduate from high school;
- Connect to and persist in post-secondary settings;
- Engage in career exploration and career development experiences in line with their interests to help them eventually navigate onto a living wage career pathway;
- Access and maintain stable, affordable housing if they are exiting foster care and gain independent living and life skills.

### **Coach Supervisor Position Summary:**

Coach Supervisors support approximately five Coaches in helping young people progress along their academic and career development journey by providing ongoing management, direction, and support. Supervisors create a harmonious, strength-based work environment and use this environment to successfully monitor the progress coaches are making with youth through regular, formal supervisory sessions, as well as during crisis situations.

*We respectfully ask a minimum **1-2 year** commitment to this role, given the importance of young people having consistent, caring adults in their lives, and the significant investment our team will make into supporting and developing the College & Career Development Specialist.*

### **Coach Supervisor Responsibilities:**

SUPERVISION DUTIES CAN INCLUDE, BUT ARE NOT LIMITED TO:

**MODEL BEHAVIOR:** The Supervisor should build trusting relationships with Coaches, as Coaches do with young people, and model a strength-based approach in their work.

### **COACH AND SUPPORT COACHES IN THEIR WORK WITH YOUNG PEOPLE:**

- Support Coaches in their efforts to build relationships with young people, including sharing effective engagement techniques
- Guide Coaches to use Motivational Interviewing techniques to develop and follow action plans with young people
- Support Coaches with the academic and career development goal-setting process, including walking through how to use the process maps and dashboards, and selecting goals based on that young person's situation;
- Help Coaches navigate the DOE and other systems, as needed

- Help Coaches prevent and navigate crises, as they arise

### **COACH SUPERVISION:**

Supervisors monitor the progress Coaches are making with young people through regular supervision sessions

### **COACH PROFESSIONAL DEVELOPMENT:**

- Acknowledge and celebrate Coaches' strengths and progress;
- Identify areas for growth
- Provide appropriate skill development opportunities;
- Conduct team meetings with Coaches and facilitate relevant conversations, such as:
  - Best-practice engagement and coaching techniques
  - Shared challenges across the team
  - Upcoming events, training, and/or group activities.

### **REPORTING TO THE DIRECTOR:**

The Supervisor will also meet with the Program Director regularly to receive supervision. During this session, the

Supervisor can provide an overview on Coach progress, raise any concerns, and request assistance in any areas.

### **OTHER KEY RESPONSIBILITIES INCLUDE:**

- Meeting with young people and assigning Coaches
- Matching young people to new Coaches, as needed
- Working collaboratively with other professionals, such as foster care staff, school administrators, guidance counselors, etc.
- Participating in all Coach hiring
- Working collaboratively with other staff and system providers driving towards similar goals in a coordinated fashion
- Helping staff facilitate peer groups, which can focus on skills such as healthy communication, positive peer relationships, dealing with peer pressure, and service learning;
- Working with the Program Director to conduct outreach to outside community agencies and provide direction to all program

## **QUALIFICATIONS**

Experience working with young people in a professional setting is required. Candidates should have either:

- A Master's degree and at least three years of relevant experience working with at-risk or system involved young people, experience in child welfare, an educational, or youth development setting, preferably in a supervisory capacity.
- A Bachelor's degree, and 5+ years of relevant experience working with at-risk or system involved young people, experience in child welfare, an educational, or youth development setting, preferably in a supervisory capacity.
- Strong organizational skills and attention to detail;
- Strong time-management skills;
- Ability to effectively collaborate in team settings and build relationships with external partners;
- Ability to troubleshoot, advocate, and navigate obstacles where there is not always a clear-cut pathway
- Open to learning how to use and interpret data to inform decision-making;

## **RELATIONAL SKILLS**

The Coach Supervisor will interact with young people from across the program. Thus, the relational skills of the professionals in this role are paramount to the success of the program.

The relational qualities of a successful specialist include:

- Ability to work from a strength-based, trauma-informed, youth development lens;
- A love for working with young people;
- Ability to relate to young people, engage them in conversation, and provide support and encouragement;
- Ability to form collaborative, working relationships with parents/families, school and agency staff
- Consistent and reliable;
- Ability to think outside the box and employ creative approaches;
- Values and promotes diversity;
- Carries a belief that change is possible;
- Able to maintain healthy boundaries;
- Able to remain calm during moments of tension and stress.

## **TECHNICAL & PROFESSIONAL SKILLS**

- Strong written and verbal communication skills;
- Strong time-management, organizational skills, and attention to detail;
- Ability to troubleshoot, advocate, and navigate obstacles where there is not always a clear-cut pathway;
- Open to learning how to use and interpret data to inform decision-making.
- Ability to collaborate in team settings and build relationships with external partners;
- Ability to use trauma-informed techniques;
- Knowledgeable about youth resources and services; Ability to navigate complex educational issues, be resourceful, and work independently; Flexible and can work independently.

### **SCHEDULE**

35 hours per week (Monday-Friday 9am-5pm), including one evening per week and occasional evenings depending on need of youth and/or program)

### **Compensation**

\$64,000 to \$70,000 based on experience and qualifications.

Excellent benefits package, ample vacation and sick days.

To apply for this position please send your cover letter and resume to

[tmyrick@hispanicfamilyservicesny.org](mailto:tmyrick@hispanicfamilyservicesny.org) .

Coalition for Hispanic Family Services is an Equal Opportunity Employer committed to diversity in the workplace and leadership opportunities for people of color.