New Directions for Youth, Inc.

7315 Lankershim Blvd., North Hollywood, CA 91605
phone: (818) 503-6330 fax: (818) 982-7019

www.ndfy.org

JOB ANNOUNCEMENT

**Job title:**Family Support Facilitator – Gang Reduction Youth Development (GRYD)

**Annual Compensation:** $17/hour

**Purpose of this position:**

To ensure appropriate client growth as determined by the supervisor’s expectations and the grant requirements.

**Primary responsibilities:**

Organize and facilitate parent education and support groups and classes; Participate in and provide input during Strategy Team Meetings; Conduct, coordinate, schedule and facilitate Family Meetings; and create genograms for the GRYD Model families.

Participate in community, parent, youth, and school activities; collaborate with partners to ensure positive and accurate communications with program sites; and act in such a way that reflects positively on NDY at all times.

Prepare documentation of client activities and growth in an accurate, complete and timely manner, according to grant expectations and agency standards.

Ensure positive communications with supervisor and staff members in such a way that client privacy is maintained; supervisors are kept fully informed of all activities that impact compliance with grant expectations; and other team members are supported.

Conduct home visits; instruct classes; and/or engage in other activities as assigned by supervisor.

Participate in community relations and outreach to various community organizations; attend community meetings; and events as requested.

Develop and maintains relationships with community-based organizations, schools, DCFS, probation and any other community stakeholders.

**Skills and Qualifications Needed:**

Must possess extensive knowledge of youth development; be knowledgeable about youth programs in substance abuse; understand job training and placement programs; education; recreation; or related areas and have fluent oral and written skills in English, have valid California drivers license with the ability to get a Class B license within 90 days, have two years or more experience in community work, seek to be an effective member of a growing team, enjoy a periodically heavy workload, seek additional ways to be of service to the organization, able to work well with a variety of people, need to be organized and flexible, able to manage different projects simultaneously, have a sense of humor.

**Ability to speak Spanish required.**

**Education:**

Bachelor’s degree preferred may be substituted with certifications or experience.

Parent education certificate preferred.

Contact:

Please submit a resume to Zohar Vaisman (zvaisman@mail.ndfy.org ) to be considered for the position via email, fax 818-982-7019. For more information, contact 818.503.6330.