



**POSITION: YOUTH EMPOWERMENT MENTOR**

**REPORTS TO:** This position reports to the HTTLP Cottage Manager.

**DEPARTMENT:** Homeless Teen Transitional Living Program (HTTLP)

**PURPOSE:** The Youth Empowerment Mentor has the responsibility to assist with the residential component of Rob's Cottage as it relates to providing high quality care and support for homeless teens and older youth in foster care. The role of the mentor is to empower youth to develop personal skills and to involve them in creating a positive living environment with their peers. The residential component also includes client supervision, behavior management and participation in life skills activities.

**EMPLOYMENT CATEGORY:** Full Time and Part Time

**WORK SCHEDULE:** Your work schedule is subject to change and includes working all assigned holidays

Open shifts: M-F 4pm-12am: M-F Overnight 11:30pm-7:30am: Part Time Weekends

**FUNCTIONAL RESPONSIBILITIES:**

- Provide supervision and monitor resident behavior
- Provide crisis intervention as needed or as directed
- Support, empower and mentor youth in meeting their goals
- Monitor and participate in life skills classes
- Attend staff meetings and mandatory training sessions
- Take an integrated approach as part of HTTLP team to achieve all program objectives
- Utilize positive youth development approach and positive communication skills
- Maintain professional telephone and e-mail standards
- Maintain a professional appearance, attitude and ethics in the workplace.
- Complete and maintain documentation as required

**EMPLOYMENT STANDARDS:**

- A BA degree from an accredited college or university or 2 years of experience working with target-population or relevant experience in a human services field
- Working knowledge of adolescent developmental behavior
- Ability to respond promptly and effectively in crisis
- Must understand the practice of good boundaries with youth
- Current First Aid and CPR
- Must have a valid Florida Driver's License with an acceptable driving record.



- This position requires fingerprinting, drug testing, and pre-employment background screening.

**EMPLOYEE NAME:** \_\_\_\_\_

**EMPLOYEE'S SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_