

**New Milford Youth Agency  
Community Youth Advocate**

**SUMMARY OF POSITION:** Provides preventative and developmental programming for youth ages 6-18. Conducts community outreach and group activities that incorporate skills in leadership, values development, and decision-making. Works within a structure of juvenile justice advocacy, crisis intervention, cooperative educational programming, substance abuse education, health issues, and alternative therapeutic activities. Reports to the Agency's Director.

**DUTIES:**

- Assists with groups and alternative therapeutic counseling activities for at-risk youth identified by the school system, social service agencies, police, courts, parents and self-referrals.
- Develops and participates in educational and preventive programming to meet the needs of the community as designated by the Agency. Is responsible for implementation and evaluation of programs as well as direct service work with youth in the areas of youth employment, substance abuse, self-esteem enhancement, therapeutic and recreational outdoor activities and environmental and cultural enrichment
- Acts as an advocate for youth regarding youth community concerns
- Is responsible for direct supervision and evaluation of all personnel involved with these activities.
- Responsible for the handling and recording of all moneys collected for this program area.
- Recruits, hires, supervises, and trains staff and volunteers to assist in program area.
- Maintains confidential client records.
- Provides supervision and direction for the Agency's Student Advisory Board.
- Provides programming and assistance to students whose further educational goals do not include traditional college.
- Performs other duties as assigned.

**MINIMUM QUALIFICATIONS:** Ability to work independently, take initiative, and seek out and find community resources. Knowledge of existing modes of positive youth development programming and intervention in conjunction with individual and group counseling techniques. Experience in creating and supervising preventative programming. Good oral and written communication skills. Willingness to work flexible hours.

**EDUCATION:** A Bachelors in social sciences, social work, therapeutic recreation or other related field. Two years of experience providing direct preventative, social service or adventure based programs or any combination of experience and training which provides a demonstrated ability to perform the duties of the position.

<p>This description lists only those job duties necessary for salary evaluation and does not include each and every job requirement. 4/2020</p>
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