Teen Parent Mentor Program Coordinator

Description: The YWCA Teen Parent Mentor Program Coordinator carries responsibility for the development and implementation of the Teen Parent Mentor Program, ensuring participation of persons from different ethnic, racial, and economic backgrounds in peer group and individual support programming to empower participants to progress in their academic and career goals, to deliver and raise healthy school-ready children, and postpone subsequent pregnancies to beyond the teen years.

Reports to: Director of Teen Parenting Programs

Responsibilities:

- Work collaboratively with YWCA staff to provide individual and peer group support to participants in a variety of settings
- Provide case management services for up to 30 program participants, including developing individualized goal plans, connecting participants with resources as appropriate to meet their goals, and working directly with participants on self-advocacy skills
- Provide monthly, one hour home visits utilizing selected evidence-based curricula
- Maintain professional documentation of home visits and participant contact
- Assist with Teens Learning Childbirth Education classes as needed or available
- Administer participant feedback and other surveys to inform quality improvement efforts
- Meet weekly with supervisor to discuss case management and seek out support more often as needed
- Submit all program data and receipts in a timely manner
- Serve on the Community Advisory Council and Community Advisory Board hosted by YWCA staff
- Conduct outreach to potential partners and monitor/track stances on policies affecting program participants
- Research and understand sources of potential opposition
- Work with representatives of the Cone Health Foundation and additional medical professionals to develop and maintain partnership
- Attend coalition meetings, meetings with mayoral officials, and networking events on behalf of YWCA Greensboro (as necessary)
- Participate in ongoing efforts within the scope of TPMP activities that promote the reduction of racial, ethnic, or socio-economic health disparities among program participants and within the community being served. Activities may involve academic assistance, parenting education, linkages with medical and
prevention health services, parent (grandparent) involvement, career awareness, job skills, individual counseling, cultural enrichment, and recreation.

**Education and Experience:**

- A bachelor's degree with major emphasis in social services or a related field is required.
- One year of experience in a closely related field.
- Excellent administrative and managerial skills.
- Ability to carry leadership roles such as facilitating discussions, teaching, and public speaking.
- Passion for working with diverse communities using strengths-based approach.
- Commitment to ongoing learning and professional development to boost skills.
- Desire to work collaboratively with a team.

**Work Schedule:**

- Full-time with flexible hours varying according to the needs of YWCA Greensboro.

**Salary:**

- Salary is commensurate with education and experience.

The YWCA Greensboro is an Equal Opportunity Employer. As such, in compliance with and as required by federal and state law, all applicants are considered without regard to race, color, religion, national origin, sexual orientation, age or disability.