

Jóvenes Sanos Community Coordinator Position Description



Since 1941, United Way of Santa Cruz County (UWSCC) has provided a way for youth to succeed in school and life, for residents to be healthy, and for families to be financially independent. UWSCC uses a collective impact framework that is data-driven and committed to achieving results by convening a diverse group of stakeholders to address complex social issues such as economic mobility, access to health services, and youth well-being. From serving as the backbone organization for countywide strategic plans, to coordinating collaborative initiatives such as Youth Action Network, United for Youth, and the Children's Network, to providing community-focused programs such as the 211 Helpline, Community Assessment Project, and Jovenes SANOS (Healthy Youth), UWSCC focuses on multiple stakeholder engagement, collective community impact, accountability, and results.

Position Overview

Jovenes SANOS is a youth leadership and advocacy program working with high school youth focused on a social determinants of health approach to address community needs and be the bridge to college and career readiness. Our mission is to grow powerful skilled young leaders working towards creating a culture of health and thriving communities. Jovenes SANOS was founded in Watsonville, CA with high school youth empowered to shift policy and behavior to create a healthier community - nearly 20 years later, the goal is to replicate the nationally recognized Jovenes SANOS curriculum into other communities as we value the power of amplifying youth voice in creating a culture of health.

Working with the Director of Community Impact, the Jovenes SANOS Community Coordinator is a high-energy multitasker with dynamic leadership ability, who will lead the program and advocacy efforts to support the Jovenes SANOS (Healthy Youth) initiative. This position is responsible for outreach that will lead to stronger community engagement and partnerships. The position is also responsible for developing a plan to replicate the Jovenes SANOS youth leadership initiative in other communities. The position requires previous leadership in community engagement, communications, and cultural humility with the ability to recruit, manage, and cultivate youth leadership.

Key Areas of Responsibility

- Manage the creation and implementation of an overall plan for community outreach, youth development, and engagement
- Develop strong partnership with Jovenes SANOS youth participants to co-create an inclusive environment for youth to leverage their voice and decision-making
- Support college and career readiness activities in partnership with local schools and administrative teams
- Regularly analyze the local landscape to identify opportunities to grow Jovenes SANOS, and advocate for policies that address equitable and healthy communities in alignment with best practices and United Way's healthy, thriving and safe communities policy agenda
- Partner with Community Impact and Resource Development teams to assist in grant writing, reporting, research and identify grant and program sponsorship opportunities to support Jovenes SANOS work
- Identify and cultivate strategic partnerships to ensure key successes in Jovenes SANOS's community engagement efforts.
- Coordinate and implement key community outreach events in Watsonville and other communities throughout the year to promote Jovenes SANOS in collaboration with local community partners/agencies
- In partnership with Jovenes SANOS youth, represent Jovenes SANOS in community initiatives and at events that support our brand goals/strategies
- Generate reports, presentations and other communication content (meeting agendas and minutes) for program
- Network and foster positive, collaborative relationships with local organizations and community leaders
- Assist Community Impact team with other initiatives as assigned by Community Impact Director
- Manage and maintain all social media accounts for JS program and align with UW policies

Attributes of a Successful Candidate: Skills, Knowledge and Abilities

- Strong bilingual ability in Spanish and English; bi-cultural
- A clear commitment to social justice and community-driven organizing
- 3-5 years' experience in community organizing, youth development, and/or other forms of project management (small and/or large scale) preferred
- Demonstrated experience working with youth (teens) from an empowerment/ equitable perspective
- Demonstrated experience with community organizing; staffing coalitions and/or community groups
- Demonstrated success in organizing work, meeting deadlines, and setting priorities
- Strong and engaging communication skills (oral and written)
- Experience with professional report writing
- Experience working with diverse community partners
- Creative, professional, and entrepreneurial spirit
- Experience working within a dynamic changing environment
- Ability to work both independently and collaboratively, with a talent for building strong and productive relationships.
- Excellent organization, interpersonal, and networking skills with individuals and large groups
- Ability to effectively communicate and manage relationships with a diverse group of community members and leaders
- Demonstrated ability to quickly learn new systems and skills as needed
- Experience working with various media platforms and managing social media
- Proficiency in Microsoft Office, including Word and PowerPoint.

Physical Requirements

Position requires sitting and using a computer keyboard and screen for long periods of time; moderate physical activity including walking, stooping, bending, reaching and carrying objects up to 25 lbs; must possess a valid CA driver's license and provide reliable personal transportation with mileage reimbursed at current IRS rates.

Education and Experience

Associates Degree/ Bachelor's degree Preferred ; and/or equivalent combination of employment and education experience.

Salary & Benefits

\$22 - \$25/hour dependent on applicant's years of relevant education, experience and bilingual abilities. This is a 40 hours per week position. Benefits after one full month of employment include: health and dental insurance; employer contribution to employee's 403(b) retirement account; and vacation, holiday, and sick leave policies. The United Way of Santa Cruz County is an equal opportunity, affirmative action employer.

Important Dates and Deadlines

- Friday June 11th - Closing Date for Cover Letter and Resume (Due by 5:00pm)

To Apply:

Please include in your cover letter, resume, and a list of three professional references. References should be individuals who have immediate knowledge of your work. Please include name, title, organization, address, telephone number, and state the capacity in which the individual knows your work. References will not be contacted until after interviews with the selected applicants.

Mailing Address

Human Resources

Email: hr@unitedwaysc.org

(Word or .PDF format only)