



Community Youth Organizer

Full Time Non-Exempt (40 hrs.)

Center for the Pacific Asian Family (CPAF) is a non-profit organization recognized nationally for its pioneering work in domestic violence and sexual assault. CPAF's multi-lingual and multi-cultural services include a 24-hour hotline, short term and long term shelters, counseling, case management, and supportive services. CPAF also provides violence prevention programs, outreach, education and advocacy on the issues of family violence and violence against women, focusing on the Asian and Pacific Islander community.

CPAF is a community based organization that draws from multiple disciplines to holistically serve individuals and families of many different sizes and cultural backgrounds. Staff work in environments where children are present and may be called upon to provide support as needed.

Summary Statement:

Under the supervision of the Community Program Manager, the Community Youth Organizer (CYO) contributes to CPAF's Community Programs by adapting existing engagement & organizing strategies, infrastructure and volunteer recruitment and support to be more inclusive of and responsive to individuals who are 14-18 years of age. The CYO will focus specifically on supporting youth to lead and organize projects/activities in their own communities to address the issues that are most relevant and pressing for them. The CYO will also provide input on the development of age-appropriate training modules/educational programs and youth volunteer policies. The CYO will work across teams and with community partners to identify youth and build relationships, conduct needs assessments, and support the work of CPAF's youth organizers.

Duties and Responsibilities:

- Participate in the development and facilitation of two-day, youth-centered trainings with modules on gender based violence, power and privilege, healthy relationships/healthy families, leadership, community organizing, and other relevant topics for youth
- Assist with the development of a scope of work and recruit participants for a Youth Advisory Board that will provide evaluative feedback on CPAF's programs
- Participate in the creation and implementation of policies regarding youth volunteers including parental consent, liability, and code of conduct, and recommend revisions to existing policies to reflect the needs/realities of youth-focused programming

Support for Youth Organizers:

- Recruit and mentor youth to lead and participate in activities in their local communities
- Support Youth Organizers through the process of proposing, planning, implementing, and evaluating community-based projects
- Establish a pilot youth club in an area high school as a model for how CPAF can support youth organizers to undertake projects/activities to address the issues that are most relevant and pressing for their communities

Community Engagement:

- Facilitate the development and implementation of community engagement and advocacy strategies designed to build and maintain awareness and support the work of CPAF's youth-focused programs and youth organizers
- Help establish new relationships in the API community, and strengthen existing ones, in order to foster community support and engagement in CPAF's youth-focused work including outreach to: faith communities, partner organizations, schools and youth programs
- Participate in or lead presentations/workshops in the community related to violence prevention, youth engagement, healthy relationships, community organizing, etc.
- Assist with the planning and implementation of specific projects and/or special events for youth, families, and community members

- Create digital marketing and informational content to promote opportunities for youth organizers and community members to get involved with CPAF

Travel requirements:

Driving is an essential job function for this position in order to conduct community-based outreach, education, and prevention activities. Therefore the employee must have a valid CA driver's license and use their own vehicle to perform duties. The employee must also be eligible for coverage under CPAF's auto insurance policy.

Teamwork:

Provide general support asked of all staff which may include: responding to emergencies, providing hotline or site coverage, providing translation, and maintaining a functioning office. Participate in program and organizational development and fundraising, and attend staff and team meetings.

Qualifications: The qualified candidate must possess demonstrated knowledge, skill, abilities and experience in the following areas:

General

- Experience working with youth (14-18 yo) and/or in community organizing strongly preferred
- Bilingual in API language preferred
- Committed to eliminating violence, including intimate partner violence, sexual abuse, or family violence
- Understands and is aligned with CPAF's organizational values
- Understands and appreciates Asian/Pacific Islander cultures; is able to work with diverse communities (race, ethnicity, sexual orientation, disability, age, gender, identity, class, etc.).
- Must submit to DOJ level Live Scan and subsequent arrest notification, annual TB test and annual driving record search
- Must have access to a vehicle for transportation to and from work sites

Job Execution

- Strong interpersonal and organizational skills a must
- Demonstrate excellent communication skills, both written and oral, including training facilitation
- Strong work ethic, self-directed, able to coordinate multiple tasks, and highly motivated
- Detail-oriented and reliable for following through with all emails and other correspondence
- Able to work collaboratively in a flexible, evolving environment
- Able to effectively and efficiently address crises and problem-solve with open communication
- Able to plan work schedule respective to program needs, including working evenings and weekends as needed
- Must complete 65-hour domestic violence/sexual assault certification training within twelve months of employment

Interested parties please submit cover letter and resume to hr@cpaf.info and state where you saw our posting. Please include your name and the position you are applying for in the subject line. No phone calls please.

Center for the Pacific Asian Family (CPAF) is committed to a policy of equal employment opportunity and does not discriminate against nor harass nor allow harassment against its employees or applicants on the basis of ancestry, age (40 and above), citizenship, color, disability (physical and mental, includes HIV and AIDS), domestic partner status, domestic violence victim status, genetic information, gender, gender identity, gender expression, marital status, medical condition (cancer/genetic characteristics), military or veteran status, national origin, political affiliation, race, religion, religious creed (includes religious dress and grooming practices), sex (includes pregnancy, childbirth, breastfeeding and/or related medical conditions), sex stereotypes, sexual orientation, request for FMLA, CFRA, or reasonable accommodation, transgender status, or any other category protected by federal, state or local law ("Protected Categories"). CPAF will not discriminate based on a perception that an employee or applicant is a member of one or more of the Protected Categories, or is associated with someone who is a member of one or more of the Protected Categories. CPAF is committed to fostering a diverse and safe work environment where employees respect one another and share a commitment to our organization's mission, values, and strategies.