

HEROES Site Coordinator - Greenfield Community College

The Treehouse Foundation mission is to inspire public investment in our most vulnerable children. We inspire, implement and support innovative child welfare practices so that children who experience foster care find permanent loving families and supportive communities, so they can lead fulfilling, productive lives. An important part of our mission is to help youth who have experienced foster care and/or adoption succeed in school, employment and their transition to adulthood.

One of our signature initiatives is HEROES Youth Leadership, a membership-based program for young people impacted by foster care and adoption. HEROES, which stands for *Helping Everyone Receive Our Every Day Stories*, offers opportunities for youth to achieve success and personal growth, and give back to their communities. HEROES is a regional program drawing young people, ages 14-24, from Hampden, Hampshire and Franklin counties. Programming has taken place primarily at the community center of our Easthampton intergenerational Treehouse Community and is now expanding in the region.

The Treehouse Foundation is proud to be launching a satellite HEROES program in Franklin County, based at Greenfield Community College. This new program, called **HEROES@GCC**, will serve a diverse population of youth and young adults, ages 14-24, living in Franklin County, particularly in Greenfield and Turners Falls. **HEROES@GCC** will engage youth and build education and life skills, leadership capacity, community engagement, and supportive connections. Arts integration and outdoor leadership will be core program elements and improving individual student's academic success is an overarching goal.

The **HEROES@GCC** Site Coordinator will be based in Franklin County and is central to creating and managing all elements of this new program. This is a full-time position supervised and supported by the HEROES Youth Leadership Director and Treehouse Community Facilitator.

HEROES@GCC Site Coordinator Responsibilities

- Coordinate and manage all onsite programmatic and operational components
- Build and maintain positive relationships with program partners and staff including Greenfield Community College, the Greenfield High School 21st Century Learning "Green Room" program, and Community Action
- Cultivate strong partnerships with Department of Children and Families area office staff and other potential community referral sources
- Develop effective outreach strategies; provide individualized intake and orientation to youth
- Recruit, train and supervise volunteers including GCC Senior Volunteers to promote supportive intergenerational relationships and youth mentoring
- Coordinate with the HEROES Program Director and other Treehouse staff including Intergenerational Arts Coordinator, Intergenerational Community Facilitator, and Volunteer Coordinator to enhance programming, teamwork, maximize resources and learning
- Cultivate effective communication, including information sharing and problem solving with staff, volunteers, youth and organizational partners

- Develop program structures that engage youth decision making and leadership to inform program planning and evaluation
- Build trusting connections with family and community members, guardians and caregivers of youth participating in HEROES
- Ensure program adheres to all requirements in funding contract with the Department of Early and Secondary Education, After School and Out of School (ASOST) Time Grant
- Gather data and maintain program evaluation and documentation to meet requirements throughout school year and summer program components, and coordinate with evaluation specialists at The Collaborative for Education to maximize effectiveness and learning
- Maintain program protocols including safety measures, confidentiality, and incident response in cooperation with organizational partners and consistent with Treehouse policies and procedures, to ensure effective program structure and safety
- Coordinate with Treehouse COO and supervisor to oversee budget and manage resources
- Ensure that space and supplies for activities are prepared and properly maintained
- Manage program communications including maintaining program calendar and news
- Represent Treehouse with the highest level of integrity in the community and with partners

Required:

- Extensive experience working individually and in a group with youth and young adults
- Clinical awareness and expertise
- Knowledge of foster care issues and challenges facing youth aging out of foster care
- Professional knowledge of trauma, impact of early childhood adversities, and resilience
- Awareness and experience with different cultures, values, identities and perspectives
- Ability to be grounded, flexible and creative, and work with youth “where they are”
- Knowledge and experience with intergenerational programming and its benefits
- Experience with and appreciation for the role and impact of the arts and non-traditional approaches to enhance learning and growth
- Demonstrated program development, implementation and management skills
- Excellent communication and organizational skills
- Experience with teamwork and collaboration across organizations
- Documentation and program assessment experience
- Experience with volunteer management and training
- Experience and/or knowledge of outdoor leadership and community-based learning
- Ability to work in a team and autonomously
- Reliable transportation and driver’s license
- Tech-savvy

Preferred Experience:

- Master’s degree and 4 years of relevant experience with youth
- Clinical experience
- Supervisory experience
- Knowledge of Franklin County and rural issues

Diversity and Inclusion: Treehouse is an equal opportunity employer and encourages women, persons of color, GLBTQ identified persons, and persons with disabilities to apply. We value and support diversity and inclusion, creating a culture of dignity and respect for our all members of our team and all program participants. Lived experience with foster care is welcomed.

Hours: This is a full time (40 hours/week) salaried position with benefits and generous paid time off. Some evening and weekend hours should be expected, including occasional overnight camping trips. Summer programming hours will be more flexible.

Salary: Salary range is \$40,000 - \$42,000/year, based on experience and education.

Application Process: Submit resume, cover letter, and three professional references to: bspong@treehousefoundation.net by **January 24, 2020**. Applications without cover letters will not be considered.

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www.treehousefoundation.net