PHILADELPHIA ANTI-DRUG/ANTI-VIOLENCE NETWORK (PAAN)

POSITION: YVRP YOUTH PARTNER ADVOCATE

JOB DESCRIPTION

POSITION SUMMARY:
The Youth Violence Reduction Partnership (YVRP) project is a unique collaboration between public and private leaders working to reducing homicides committed by and against children and young adults ages 14-25. The goal of YVRP is to protect and steer at-risk youth away from violence and toward productive and positive lives.

The primary responsibility of the YVRP Youth Partner Advocate is supporting his/her assigned youth and encouraging actions that deter them from situations that may lead to a youth becoming a victim or perpetrator of crime. The Youth Advocate should have experience mentoring, building, strengthening, and sustaining positive relationships with at-risk and young adults. In addition, it is preferred that the Youth Advocate be familiar with various high risk areas in the City of Philadelphia, and have credibility within an identified community.

DIRECT REPORT:
The YVRP Youth Partner Advocate (YPA) will report directly to the YVRP Coordinator

PRIMARY RESPONSIBILITIES:
- Mentor and support a caseload of 25-30 youth and/or young adults between the ages of 14-25 who are on probation;
- Conduct the required number of monthly face-to-face contacts (at home and in the community) with all assigned youth, and accurately document these meetings in each youth’s case file.
- Meet weekly with partnering probation officer to discuss progress and status of assigned youth, and document these conversations.
- On the quarterly basis, publicly present your youth caseload to a group of stakeholders highlighting existing challenges and progress made within your caseload.
- Maintain and complete all case files for your assigned caseload;
- Create goals and strategies to support your assigned youth caseload.
- Monitor the progress of each youth in your assigned caseload, and provide support in areas of need as they pertain to each individual youth.
- Assess the activity of hostile youth within your assigned caseload, and provide intensive 1-on-1 support in order the prevent youth from re-arrest, harming him/herself, or harming another.
- Investigate, intervene and follow up incidents involving assigned youth, their families and peers;
- Be on a 24-hour call to respond to crisis involving assigned youth, their families.
- Perform other related duties as assigned by the YVRP Coordinator
EDUCATION AND QUALIFICATIONS:

- Demonstrated ability to work with at-risk youth and their families;
- A personal commitment to ending community gun violence
- A high school diploma or General Education Diploma (GED) is required; BA degree is preferred
- Must be able to obtain a Criminal Background, Child Abuse History Clearance, and FBI Clearance as needed;
- Strong interpersonal skills;
- Must be proficient in Microsoft Office products (Excel, Word, etc.) experience;
- Must possess a valid driver’s license, and have a good driving record, must be willing to drive company-owned vehicles when required;
- Ability to speak and read Spanish is a plus.

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