



sixth street community center

May 2022

Job Title: Teen Program Coordinator, Teen Climate Justice Program

Compensation: \$30/hr, Part-Time, ~25-30 hours/week.

This position is in person and temporary, but offers a potential opportunity to join our team at the end of August 2022. The general working hours are Monday- Thursday 9 am - 4 pm, with occasional evening or weekend events. The role will begin in mid-late June.

Program Summary

Since 1984, Sixth Street Community Center (SSCC) has provided after school and summer programs to ensure that low-income neighborhood children and teens have an equal opportunity to excel. In 2012 in response to the deepening climate crisis, SSCC revamped its program to focus on urban sustainability, urban farming, recycling and composting as strategies to begin addressing this crisis and its impact on the everyday lives of kids and adults. In 2019-20 (before the onset of COVID-19) the Sixth Street after school and summer programs offered 180 children- 70 percent youth of color- hands-on workshops in these areas, a climate justice curriculum and tools for youth based-activism alongside on-going community outreach and engagement activities. Sixth Street Youth are regularly engaged in the organizing work that SSCC is involved in locally such as anti-displacement & anti gentrification campaigns, public land-use advocacy, park/garden preservation, opposition to fracking and fossil-fuel expansion and campaigns that advocate for people-centered, sustainable development. The Teen Climate Justice Program will explore these and other environmental issues and foster a critical lens on the root causes of the climate crisis examining the underlying system of racial and extractive capitalism that perpetuates climate destruction.

Job Summary

Sixth Street Community Center (SSCC) is seeking a passionate, mission driven team-builder to fill the role of Teen Program Coordinator to coordinate and facilitate its Teen Climate Justice Program during the summer months of July and August 2022.

In this part-time role, you will have general responsibility for the growth, quality and success of the Program. The primary responsibility of the Teen Program Coordinator is to manage day-to day operations ensuring that quality standards and guidelines are met and the Program is operating according to its goals, outcomes and deliverables. We are seeking a positive, energetic Teen Program Coordinator to foster an atmosphere of fun, leadership, skill development and engaged learning for teens ages 14-18. The Teen Program Coordinator will plan, coordinate and oversee all aspects of the Teen Summer Program including participant recruitment, curriculum development and implementation, teen supervision, guest/ consultant management, coordination with community partners including local schools and CBOs, parent outreach and communication, and preparing reports about program goals and outcomes. We are looking for someone who possesses a strong commitment to racial, social and environmental justice. SSCC's Teen Program is explicitly anti-racist and draws deep connections to racial justice and climate justice. BIPOC candidates and people with a background in progressive movement work are strongly encouraged to apply.

Duties and Responsibilities

- Organize, coordinate and facilitate the Teen Climate Justice Summer Program in alignment with Sixth Street Community Center/Teen Program goals and work scope
- Develop and implement innovative and age appropriate climate justice curriculum, enrichment activities, and theme-based projects taking into consideration the needs and

- abilities of participants.
- Recruit participants for the Program. This may include calling, emailing, reaching out to local schools and CBOs and posting announcements, holding information sessions, answering applicant questions and other strategies to encourage families to enroll and continue participation on a consistent basis.
- Organize special and culminating events, including showcases that highlight student achievement. Organize Field Trips.
- Create and distribute schedule of all activities and maintain accurate records including participant attendance.
- Resolve interpersonal issues as they arise. Experience in conflict resolution or de-escalation is a major plus.
- Document and photograph Program activities for SSCC social media, parent updates, funders and newsletters.
- Develop and maintain a Sixth Street Teen Climate Justice Program Blog— updating our Teen Program and related community projects and activities.
- Integrate work with Teens into the campaigns SSCC works on (ie. Public Power, No North Brooklyn Pipeline, Coalition to Protect Chinatown and the LES).

Experience, Education and Job Qualifications

- Strong demonstrated commitment to racial, social and environmental justice and equity. Experience working with people from diverse racial and socio-economic backgrounds. *Community Organizers are encouraged to apply!*
- Collaborative team-player, committed to advance the mission and work of SSCC
- 3-5 years experience working in an environmental or social service organization.
- Demonstrated experience working with Teens or in Youth Programs.
- Supervisory experience preferred but not required
- Bachelors Degree.
- Bilingual- Fluent in English/Spanish Preferred

Required Skills

- Reliable, organized and punctual
- Knowledge of effective arts, environmental and academic programming.
- Strong writing skills.
- Strong leader and team-builder
- Ability to establish and maintain boundaries working with Teens, be able to strike a balance of relating to teens while also modeling professional behavior.
- Ability to establish and maintain effective working relationships with program staff and school and CBO partners
- Must be able to clearly articulate outcome requirements and provide necessary and appropriate resources and support for Activity Specialists, Teachers and Group Leaders to successfully deliver on objectives
- Proficiency in Google Suite

Disclaimer: The job description herein is intended to describe the general nature and level of work being performed by the employee in this position. These statements are not intended to be construed as an exhaustive list of all responsibilities, duties, and skills required for the position.

Sixth Street Community Center is committed to a diverse workplace, and providing staff with ongoing professional development opportunities. We strongly encourage people of color, women, LGBTQ candidates, immigrants, and people from low-income backgrounds to apply.

To apply, please email a cover letter and resume to jen@sixthstreetcenter.org and cc' anna@sixthstreetcenter.org with "Teen Program Coordinator Application" in the subject line. Indicate in your cover letter your interest in and qualifications for this position. Applications without a cover letter will not be considered. If offered a position, the Sixth Street Teen Program Coordinator will be required to work in person at Sixth Street Community Center and interact with staff, students, parents and others while following DOH Covid-19 guidelines such as wearing PPE.