



Job Title	Young Women’s Advisory Council Program Coordinator
Reports to	Policy Coordinator
Location	Brooklyn, NY
Status	Full-time
FLSA Status (OT eligibility)	Exempt

Girls for Gender Equity (GGE) is an intergenerational, advocacy organization committed to the physical, psychological, social, and economic development of girls and women. Through youth organizing, leadership development, and community-building for gender and racial equity, GGE challenges structural forces -- racism, sexism, transphobia, homophobia, economic inequality -- that work to constrict the freedom, full expression, and rights of trans and cis girls and young women of color and gender non conforming individuals.

Since 2002, GGE has established a dual approach to community-based advocacy and direct service that develops youth leadership and strengthens resources within the communities we serve through our three core programs – the Sisters in Strength Youth Organizing, Urban Leaders Academy middle school program, the Young Women’s Advisory Council (YWAC). Within our approach, GGE targets New York City public schools based in underserved communities of color as sites to mobilize and collectively work toward gender, race and class equity. GGE also works within a participatory governance process to center the needs of cis, trans and gender nonconforming young women of color locally and nationally.

We are seeking a full-time Young Women’s Advisory Council Coordinator to join our YWAC team. This is a remarkable new position for an effective and experienced leader in social justice organizations with a focus and commitment to anti-racist, feminist/womanist/queer and/or youth development work. The YWAC Coordinator is responsible for leading, facilitating, and fostering a safe and generative environment for YWAC’s 20 youth experts to step into their power as they advance the NYC Young Women’s Initiative recommendations within public programs, local government, philanthropy, and media.

Duties and Responsibilities:

Education & Facilitation

- Create and maintain safe gender inclusive spaces for the Young Women’s Advisory Council.
- Co-facilitate a participatory governance process using the #SheWillBe Report to support young people’s implementation of recommendations through the Young Women’s Initiative.
- Coordinate YWAC meeting schedules to optimize learning, collaboration, and community development with the young people.
- Co-design and co-facilitate curriculum on racial and gender justice, intersectionality, and leadership development.
- Work with YWAC staff to teach YWAC members about legislation, participatory budgeting, testifying, participatory action research, data collection, and more.
- Administrative task pertaining to YWAC members including but not limited to budget, food, payment to YWAC members, note taking, and more.



Communications and Media

- Co-develop editorial calendar to highlight work of YWAC members.
- Coordinate op-eds and written testimony.
- Build out [#SheWillBe](#) campaign and coordinate additional media opportunities.
- Support YWAC staff in philanthropy and government relations.

Core Competencies:

- Direct experience and cultural competence working within organizations supporting the advancement of girls and women in a social justice context.
- Familiarity with effective social change practice, transformative justice, restorative justice, and anti-policing models preferred.
- Living out the values that you are advocating for within and outside of the workspaces.
- Ability to thrive collaboratively and independently in a small, dynamic team environment.
- Ability to maintain confidentiality and discretion in handling and processing confidential information and data.
- High level of interpersonal and communication skills to handle sensitive and confidential situations.
- Ability to assess and identify when youth need referrals and additional social work support.
- Excellent interpersonal skills and a collaborative management style.
- Deep understanding of gender and different gender presentation.
- Believe and live the values of intersectional trans inclusive feminism.
- Understanding of white supremacy.
- Understanding of oppressive systemic violence against people of color both historic and current.

Qualifications and Experience:

- Two - three years of experience working with young women and girls of color in youth development setting in New York City.
- Ability to keep and maintain attention of large audiences.
- General understanding of city, state, and federal government.
- Ability to develop curriculum through an intersectional lens centering gender, race/ethnicity, and class.
- Excellent written and verbal communication skills.
- Experience implementing evaluation or participatory action research.
- Policy analysis and political advocacy experience a plus.
- Social Work experience a plus.

Compensation and Benefits: \$45,000 including full health care benefits (health, dental, vision) and paid vacation. Please note this is a grant-funded position guaranteed for one year, with the goal of renewal.

Limitations and Disclaimer: The above job description is meant to describe the general nature and level of work being performed; it is not intended to be construed as an exhaustive list of all responsibilities, duties and skills required for the position. The team member may be required to perform duties outside of their normal responsibilities from time to time, as needed.



For further details about GGE's mission, vision and work visit www.ggenyc.org learn about the Young Women's Initiative and #SheWillBe at www.shewillbe.nyc

Girls for Gender Equity (GGE) is an equal opportunity employer and strongly encourages applications from people of color, women, persons with disabilities and LGBTQ and Trans applicants.

How to Apply:

Applications must include:

- Resume
- Thoughtful cover letter (including how you became aware of this opportunity: *job portal, referral, etc.*)
- Three contact references from former employers related to this work

All applications will be received via email. No phone calls or snail mail. E-mail applications to

Email: mobilize@ggenyc.org

Subject Line: YWAC Program Coordinator/YOUR NAME

Applications accepted on rolling basis until position filled. Start Date: September 12, 2016