



Job Title	Coordinator of School-Based Youth Programs
Reports to	Director of School-Based Programs & Partnerships
Location	Brooklyn, NY
Status	Full-time
FLSA Status (OT eligibility)	Non-Exempt

ABOUT GIRLS FOR GENDER EQUITY

Girls for Gender Equity (GGE) is an intergenerational advocacy organization committed to the physical, psychological, social, and economic development of cisgender (cis) and transgender (trans) girls and women of color and gender nonconforming/non-binary (GNC/NB) youth of color. 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 GNCNB youth of color.

Founded with an Open Society Institute Fellowship in 2001, GGE began in response to community needs for girls of color to have safe and equitable fitness and leadership development programming. The rape of an 8-year-old Black girl on her way to school in Bedford-Stuyvesant, Brooklyn led GGE to become a nonprofit organization in 2002, addressing the root causes of gender-based violence and promoting gender equity, human and civil rights for young people of color. GGE is continuing to expand as the needs of our constituents and our base of supporters grow.

GGE's work is grounded in intersectional Black feminism, positive youth development, strengths-based, eco-systemic social work practice and popular education theory. Our theory of change articulates our efforts to cultivate a culture and environment in which cis and trans girls of color and GNCNB youth of color are equitably supported to live free, self-determined lives; eradicate institutionalized barriers to gender equity; and dismantle all systems of oppression. We ultimately believe in and work toward a world where cis and trans girls of color and gender nonconforming/non-binary youth of color are free.

POSITION

GGE is seeking a full-time **Coordinator of School-Based Youth Programs** to join our team. This position is for an experienced youth facilitator committed to changing school climate and culture through training, facilitation and coaching with school leadership, with the intent of building and growing new partnerships in New York City schools.

The Coordinator will:

1. Deliver on engagements with new partnerships with schools invested in racial and gender equity;
2. Demonstrate that our presence and model within a school can effectively shift school culture and climate;
3. Coordinate our efforts within a school settings;
4. Demonstrate our ability to scale a dual approach in schools that supports continued demand for our services.

ESSENTIAL DUTIES AND RESPONSIBILITIES

Facilitation & Direct Service (60%)

- Execute planning, preparation and facilitation of GGE's direct services in schools;
- Ensure alignment in direct service delivery with GGE's broader set of programs;
- Ensure quality control of programs in schools.

Program Design & Curriculum Development (20%)

- Support the design and development of trainings, facilitation and programs within schools;
- Develop high-quality lesson plans for both students and school administration that meet our deliverables;
- Document and codify our practice so that it is durable over years of program delivery.
- Research service delivery models and best practices for creation of outward facing marketing and promotional materials.

Program Coordination & Administration (20%)

- Coordinate partnership opportunities in schools that meet our expected scope and deliverables;
- Support engagements with partnering schools;
- Ensure a high quality of program delivery that meets the needs of both young people and school administration.

EXPERIENCE, SKILLS & QUALITIES

Experience

- Experience delivering programs directly to young people in a school-based setting;
- Understanding of or willingness to learn about recent policy priorities of the New York City Department of Education that may frame our work as a service provider;
- Ability to maintain strong relationships with students and school administration and other key decision makers.

Skills

- Superb ability to hold space for young people in a school setting;
- Awareness of and ability to navigate the pressures on students, teachers and school administration during the school day;
- Attention to detail and ability to follow up quickly;
- Proficiency with organizational tools for scheduling and project management;

- Strong verbal and written communication skills.

Qualities

- Committed to advancing GGE's mission and work;
- Highly organized, self-motivated, independent worker who can prioritize tasks and manage multiple projects at once;
- Creative problem-solver who anticipates challenges and seizes opportunities for collaboration;
- Able to implement vision, think strategically, exercise good judgment, and lead change;
- Initiative-taker with a strong work ethic and efficient, results-oriented approach;
- High level of self-awareness and ability to give and receive feedback well.

DESIRED BUT NOT REQUIRED

- Lived experience with school pushout, the criminal legal system, navigating gender, gender-identity, and/or racial equity issues.

Compensation and Benefits: Compensation for this role is **\$50,700**. GGE's benefits & perks are outlined [here](#).

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, please visit <http://www.ggenyc.org>, and @ggenyc on Twitter and Instagram

How to Apply: All applications will be received via email. No phone calls or snail mail, please.

All applications must include (in PDF format):

- Resume
- Thoughtful cover letter (including how you became aware of this opportunity: job portal, referral, etc.)

E-mail applications to: JoinTheTeam@ggenyc.org

Subject Line: **Coordinator of School-Based Youth Programs/YOUR NAME**

The priority application deadline is October 25, 2019.

GGE is an Equal Opportunity Employer. GGE provides equal employment opportunities to all employees, job applicants, interns, and volunteers without regard to race, color, religion, creed, political association, ancestry, sex, sexual orientation, gender identity or expression, marital or partnership status, national origin, immigration or citizenship status, age, military or veteran status, pregnancy, caregiver status, handicap or disability, genetic information or characteristic, unemployment status, arrest or conviction record, credit history, status as a victim or survivor of domestic violence, sex offenses, or stalking, or status in any group protected by federal, state, or local law in accordance with applicable law.

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