



Job Title	JUST US Program Manager
Reports to	Director of Programs/Chief Program Officer
Location	Brooklyn, NY
Status	Full-time
FLSA Status (OT eligibility)	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 non-conforming/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 GNC/NB 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 GNC/NB 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 non-conforming/non-binary youth of color are free.

POSITION

GGE is seeking a full-time **Alternatives to Placement Program Manager** to oversee the creation and implementation of New York City's first alternative to placement program for people who identify as girls, in partnership with the New York City Administration for Children's Services (ACS) and STEPS to End Family Violence, a program of Rising Ground. This is a unique role for a skilled youth worker who has direct experience working with young cis and trans women and girls and GNC/NB youth who are systems-impacted, to explore their identity, connect to community resources, build life skills and engage in local and national advocacy work around the issues that directly impact their lives.

To address the gap in gender-responsive programming within the City's diversion continuum, Girls for Gender Equity and STEPs to End Family Violence are partnering to create the first-ever alternative to placement program for cis and trans women and girls of color and GNC/NB youth. Services will be designed to help participants to develop competencies and skills that promote self-sufficiency, self-reliance and personal growth.

DUTIES & RESPONSIBILITIES

Program Management & Facilitation (60%)

- Develop tools for program implementation including a curriculum, recruitment strategies, documentation and data collection.
- Supervise and co-facilitate program meetings to build relationships with participants and support their learning and growth.
- Conduct one-on-one coaching sessions with participants, which include, but are not limited to, safety planning, solution-focused interventions, and service referrals.
- Collaborate with the internal social work support team to assist program participants with referrals and resources on an as-needed basis.
- Coordinate and engage in weekly meetings with STEPS team regarding participants' support plans and progress towards goals.



- Supervise all administrative tasks to run the program including space management, stipend distribution, wellness for program participants (comfort, snacks, other wellness needs) and budget management.
- Work with other staff members running GGE programs to ensure alignment in program processes, evaluation, and data collection.
- Report on program activities, strategies, successes, and challenges for a variety of audiences including funders, elected officials and for internal purposes.

Coaching (20%)

- Provide direct supervision and training to program facilitators as a part of their onboarding and to ensure that all aspects of program management are being met.
- Coach individual Program Facilitators 1:1 and as a group to ensure a level of alignment.
- Lead internal training for GGE team regarding working with systems involved youth.

Community and Civic Engagement (20%)

- With the Campaigns Team, engage program participants in key opportunities that advance the organization's policy and advocacy goals.
- With the Campaigns Team, identify and lead efforts for program participants to engage in opportunities that align with GGE's policy platform related to juvenile justice and alternatives to incarceration/placement. This includes preparing young people to participate in press conferences, lobbying for progressive legislation, testifying at public hearings and advising relevant press releases.
- Strengthen GGE's presence at public forums, local events, press conferences and more.
- Collaborate with local and national stakeholders and organizations.
- Engage partners and work to plan community events.

EXPERIENCE, SKILLS & QUALITIES

Experience

- Direct experience and competence working within organizations supporting the advancement of cis and trans young women and gender non-conforming youth of color in a social justice context;
- Familiarity with effective social change practice, transformative justice, restorative justice, and anti-policing frameworks;
- Direct practice providing support and/or therapeutic/trauma-informed supports to systems-involved youth;
- Understanding or willingness to learn about the nuances of the juvenile justice system in New York, including challenges and opportunities in the current moment;
- Understanding of movement building and how multiple approaches to social change are essential in creating change our communities deserve.

Skills

- Strong facilitation skills, particularly with young people;
- Demonstrated workshop/curriculum creation and implementation;
- Ability to thrive collaboratively and independently in a dynamic team environment;
- Ability to maintain confidentiality and discretion in handling and processing confidential information and data;
- Effective interpersonal and communication skills, especially with young people;
- Ability to work collaboratively with young people as experts of their own lives;
- Ability to work in a range of professional settings including in government, with partner organizations and philanthropic entities;
- Excellent written and communication skills;
- Excellent supervisory, organizational, administrative, and training skills;
- General knowledge of funding sources and grant-making processes

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; and
- High level of self-awareness and ability to give and receive feedback well.

DESIRED BUT NOT REQUIRED

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

COMPENSATION & BENEFITS

Compensation for this role is **\$65,000**. GGE's benefits & perks are outlined [here](#).

LIMITATIONS & 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.) that speaks to experience working with young people who are systems-impacted.

E-mail applications to: JoinTheTeam@ggenyc.org

Subject Line: **Alternatives to Placement Program Manager/YOUR NAME**

Applications will be reviewed on a rolling basis. The priority deadline for applications is January 31, 2021.

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.