



Job Title	Sisters In Strength Program Coordinator
Reports to	Deputy Director of Programs
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 non-conforming/non-binary (GNCNB) 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 world where cis and trans girls of color and gender non-conforming/non-binary youth of color are free.

GGE develops youth leadership and strengthens resources through our three core programs – the Sisters in Strength (SIS) Youth Organizing, Urban Leaders Academy (ULA) and 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 embraces a range of participatory processes to center the needs of cis and trans young women and gender nonconforming youth of color locally and nationally.

POSITION

GGE is hiring a **Sisters in Strength (SIS) Program Coordinator**, who will work alongside the **Deputy Director of Programs** on our cornerstone youth organizing program that trains young people to be powerful advocates for social change. Sisters in Strength focuses on engaging young people who identify as survivors of sexual or gender based violence or are allies to survivors in a healing-focused survivor support circle and organizing program. SIS creates space for youth survivors to organize in their communities (schools, neighborhoods and broader community of young people) through a healing-focused, Black queer feminist lens.



The **Sisters in Strength Program Coordinator** will be responsible for recruiting, facilitating and supporting this cohort as well as managing all administrative aspects of the program. The Program Coordinator will support SIS participants in their learning and understanding of topics centering survivorship, healing practices and healing justice work, and community organizing to combat sexual and gender based violence.

Duties and Responsibilities:

Program Coordination & Implementation (50%):

- Collaborate with an internal social work support team to support SIS participants with referrals and resources on an as-needed basis.
- Assist the SIS facilitator in creating and maintaining gender inclusive safe spaces for participants
- Engage in pre- and post-meeting conversations with young people about curriculum content.
- Engage in debrief and planning meetings with the Sisters in Strength Program Manager.
- Collaborate with the Sisters in Strength Program Manager in implementing and modifying a robust youth organizing and civic engagement curriculum for the upcoming SIS program year.

Outreach & Recruitment (20%):

- Recruit 20 young people who identify as cisgender or transgender girls of color and/or gender non-conforming/non-binary youth of color ages 16 - 24 to participate in a year-long program that meets 2x/week
- Conduct outreach to partner organizations to recruit applicants
- Coordinate interview and selection process for SIS participants
- Refer SIS participants in crisis to appropriate services with support from Deputy Director of Programs
- Assist efforts and participation of SIS alumna with support from Deputy Director of Programs
- Build relationships with other youth organizing programs and institutions to further the social justice education of SIS
- Coordinate alumni engagement, programming outreach and support

Program Administration (30%)

- Fulfill all administrative tasks to run the program by tracking hours and coordinating space management, stipend distribution, logistics and wellness for program participants (comfort, snacks, other wellness needs)
- Work with other staff members running GGE programs to ensure alignment in program processes, evaluation and data collection.
- Assist in reporting on program activities, strategies, successes and challenges for a variety of audiences including funders, elected officials and for internal purposes.
- Assist in administering and tracking documents for SIS (ex. evaluations, sign-in sheets, forms, etc.)
- Refine and develop protocols and administrative documents for SIS (ex. evaluations, sign-in sheets, forms, etc.)
- Contribute to weekly metrics tracking and monthly reports on events, accomplishments, and challenges



EXPERIENCE, SKILLS & QUALITIES

Experience

- Experience in non-profit, after-school programming, civic engagement, youth development, community organizing, advocacy, and/or organizing with young cis and trans women of color and gender non-conforming youth of color.
- Experience bringing directly impacted community members to lead social justice campaigns.
- Familiarity with effective social change practice, transformative justice, restorative justice, and anti-policing models

Skills

- Strong facilitation skills, particularly with young people.
- 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.

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;
- 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.
- Flexibility to work independently and collaboratively with all levels of staff & community partners;
- Familiarity with effective social change practice, transformative justice, restorative justice, and anti-policing models;
- Effective interpersonal and communication skills, especially with young people; and
- Excellent written and verbal communication skills.

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: This is a full-time, non-exempt position. The pay scale is \$50,000 - \$55,000 a year.

Compensation is competitive and commensurate with experience. Benefits include full health care benefits, paid vacation commensurate with years of service and 401k plan with employer match after one year of service.



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: SIS PROGRAM COORDINATOR/YOUR NAME

Application deadline is August 20th, 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.