

HEART Program Leader [Teen Reproductive Health and Justice Program Facilitator]

About Us

Girls Inc. of Alameda County's mission is to inspire all girls to be strong, smart, and bold. Since our founding in 1958, we have programs that support the unique needs of girls aged 5-18, and, starting in the 1990's, to design and deliver programs using an equity lens, serving those from some of County's least resourced communities, primarily in and around Oakland. Through a K-12 Program Continuum, we empower girls by equipping them to navigate gender, economic, and racial barriers and grow into healthy, educated, and independent adults. All programs are developmentally appropriate, supporting girls' changing needs as they grow. From literacy interventions in elementary school and exciting hands-on STEM and STEAM projects in middle school to building leadership skills and college readiness in high school, Girls Inc. girls receive the support and the opportunities they need to thrive. Girls Inc. of Alameda County's operating budget is \$7M with 100 staff in our downtown Oakland Simpson Center for Girls and in more than 15 schools and satellite centers across Alameda County.

About the Role

The HEART program is an interactive gender-specific program that includes comprehensive reproductive health and sex education, STI/HIV prevention and early intervention services aimed at positive female development, learning about gender and sexual identity and human sexuality as well as participation in sisterhood activities, field trips and youth-led civic engagement/project. The *Teen Reproductive Health and Justice Program Facilitator*, or HEART program leader, is a part-time dynamic professional who has youth programming and group facilitation experience with a passion for reproductive health and sexuality education and working with adolescent girls of color using a trauma-informed and culturally responsive approach. The **HEART program leader will be able to make a commitment to work the 2022-2023 academic school year** with the ability to provide virtual programming as needed and cultivate empowerment in girls while building strong relationships.

Job Summary

- Implement and facilitate HEART and HER (Healthy Evolving Relationships) programming during weekly workshops, in person and/or virtually, with 2-3 cohorts of 10-20 high school girls and gender expansive youth of color to be delivered at multiple sites.
- Facilitate workshops for the girls on sexuality, sexual identity, sex and reproductive health education and advocacy.



- Implement and facilitate additional Advocacy and Health grant-based curricula/programs as assigned.
- Effectively utilize prep time to recruit, prepare for program activities, lesson plans and events.
- Facilitate the implementation of activities, field trips, events and youth-led presentations in a youth development and trauma-informed framework and philosophy with high school girls and gender expansive youth of color.
- Assist the program coordinator and program manager with conducting recruitment and outreach strategies such as presentations at schools, health fairs, community events, etc.
- Work closely with the Program Coordinator and HS Programs Manager to plan and facilitate peer retreats and other special events that build sisterhood among the girls.
- Provide timely entry of all necessary data into the database and submit written timely end-of-the-month program summaries to the coordinator for inclusion in monthly reports.
- Work closely with the program coordinator to collect and report on all needed program/project-specific documentation, including demographic information
- Create and foster a safe, respectful, inclusive, and collaborative learning environment with the girls, with other Girls Inc. co-workers, programs, departments, and volunteers in addition to community partners.
- Work as a team member of Community Programs and participate in mandatory weekly supervision, staff development, consultation, community programs department trainings/meetings and team meetings.
- Work occasional evenings and weekends for events as needed.
- Support adult and teen volunteers and interns.
- Perform other duties as need or assigned in person or virtual workspace.

About You

- **Commitment to work the 2022-2023 academic school year.**
- **Ability to work 1:30-7:00pm M-TH; 10am-2pm Fri.**
- Experience working with adolescent youth and families representing diverse cultures, ethnicities, abilities and sexual orientation.
- Group facilitation, behavioral management and conflict resolution skills gained in working with youth development and/or afterschool programs.
- Ability to motivate, excite, spark curiosity and self-discovery among young women toward advocacy and civic engagement.
- Ability work cross-culturally with co-workers, girls, partners, volunteers and interns.
- Ability to create and maintain a culturally responsive, trauma-informed, safe and supportive environment.
- Collaborative, resourceful, self-motivating, creative, organized, and flexible.
- Knowledge of MS Word, Publisher, Excel, and Outlook.
- Ability to bend, lift, move up to 15 lbs.
- Background clearance from the Department of Justice.
- Availability to work occasional evenings and weekends for events.



- Bilingual Spanish/Cantonese/English is desired but not mandatory.
- A valid California Driver's License, good driving record, access to a reliable vehicle and proof of automobile liability insurance with minimum policy requirements as established by Girls Inc. of Alameda County.

What We Offer

- Compensation: *Base \$17.00 per hour at 28 hours per week*
- Medical benefits (Employer pays standard medical plan)
- Voluntary Dental
- Voluntary Vision
- Retirement benefit 403b
- Flex spending accounts
- Life Insurance benefits
- Long term disability benefits
- 13 Paid Holidays
- Vacation time off
- Sick time off
- Employee Assistance Program
- Professional development/training

Equal Opportunity Employment State

Girls Inc. of Alameda County is committed to upholding an inclusive work community that reflects the rich diversity of our girls, their families and caregivers, the community members we serve, and our geographic region. We prioritize using an equity lens to: provide culturally responsive programming and resources to those with the least access, and value culture and difference in the office, our programs, and in the community. Through discussion, awareness, and practice, we commit to continuous improvement with the goal of every person in our community knowing the value of this commitment, embodying it, and bringing it to life.

Girls Inc. of Alameda County is committed to providing equal employment opportunities to all qualified applicants for employment and does not discriminate on the basis of race, religion, color, national origin, ancestry, physical or mental disability, medical condition, genetic information, marital status, sex, gender or gender identity, gender expression, age, sexual orientation, military or veteran status, or any other factor not related to ability to successfully fulfill the requirements of the position.

more information about Girls Inc. of Alameda County, please view our website at www.girlsinc-alameda.org

\$150 COVID-19 Vaccination bonus is offered to successful candidates who can provide proof of full vaccination upon hire and or during onboarding.

