

ACT Program Leader [Social Justice Program Facilitator for Teens]

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, our programs have supported the unique needs of girls. In the 1990s, we began to design and deliver programs using an equity lens, serving those from some of County's least resourced communities, primarily in Oakland and neighboring communities. Through a kindergarten-early career Program Continuum, we empower girls and gender-expansive youth by equipping them with the resources, skills, and mindsets needed to navigate gender, economic, and racial barriers, pursue their dreams, and grow into healthy, educated, and independent adults. All programs are developmentally appropriate, supporting the changing needs of youth as they grow. From literacy interventions in elementary school and exciting hands-on STEAM projects in middle school to building leadership skills, taking on paid internships, and college readiness in high school, and college persistence and early career supports, Girls Inc. girls receive the support and the opportunities they need to thrive.

Girls Inc. of Alameda County delivers daily after-school programming in 1) 12 schools and 2) our downtown Oakland center where girls from more than 15 middle schools and 45 high schools converge. As well we deliver summer programming in Oakland and Hayward, and an earn-and-learn workforce development program for young adults who earn wages with Girls Inc. and receive free college courses towards their AA degree. In all, Girls Inc. of Alameda County provided a robust 430,000 hours of programming to nearly 1350 youth in 2022-23. Girls Inc. of Alameda County's operating budget is \$9.2M with more than 100 staff.

About the Role

The Advocating Change Together (ACT) Program and Healthy Evolving Relationships (HER) program is a hands-on social justice advocacy and healthy relationship program that focuses on:

1. The ACT/HER program leader will be able to commit to work during the 2024-2025 academic school year.
2. Program leader includes weekly team meetings, leadership workshops and training, youth-led conversations, community events, guest speakers, and intentional field trips all either in person or electronically.



3. Training girls and gender-expansive youth in advocacy, social justice issues, and systems of oppression impacting young people in Bay Area communities. Along with navigating conversations on how to have a healthy relationship mentally, emotionally, and physically with yourself and others.
4. Assisting girls and gender-expansive youth to identify, research, and implement community advocacy projects through interactive and intentional learning activities and opportunities. Girls develop skills in advocacy, leadership, public speaking, and project planning.

Job Summary

- Implement and facilitate ACT (Advocating Change Together) and co-facilitate HER (Healthy Evolving Relationships) curriculum during weekly sessions in person with 10-20 high school girls and gender-expansive youth at our office in Downtown Oakland.
- Facilitate workshops on advocacy, social justice education, leadership skill development, and healthy relationships.
- Implement and facilitate additional Advocacy and Health grant-based curricula/programs as assigned.
- Create and decorate the cultural table in the main lobby each month to educate and accurately display cultural diversity that unites people from different backgrounds.
- Assist the Advocacy and Health Program Coordinator and HS Programs Manager with implementing programming, events, field trips, guest speakers, etc.
- Effectively utilize prep time to prepare for program activities, lesson plans and events.
- Facilitate the implementation of activities, trips, events and youth-led presentations in a youth development framework and philosophy.
- Assist the program coordinator with conducting recruitment and outreach strategies such as presentations at schools, health fairs, community events, etc.
- Provide timely entry of all necessary data into the database.
- Submit well-written end-of-the-month program reflections to the coordinator for monthly reports.
- 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, school and agency partners.
- Work closely with the other HER program to implement the curriculum and facilitate the program.
- Work as a positive team member of Community Programs and participate in mandatory weekly supervision, staff development, consultation, community programs department trainings and team meetings.
- Work occasional evenings and weekends as needed for events.
- Support adult and teen volunteers and interns when applicable.
- Perform other duties as need or assigned in person or virtual workspace.



About You

- **Commitment to work the current academic school year.**
- **Ability to work 1:00pm-7:00pm M-TH; 10am-2pm Fri.**
- **Ability to work some days remotely and attend meetings via Zoom**
- Experienced working with or volunteering with high school aged youth
- Experience working with girls and families representing diverse cultures, ethnicities, abilities and sexual orientation.
- Strong understanding of gender issues affecting girls and young women of color and a commitment to girls-centered programs.
- Experience with addressing a wide variety of issues including poverty, abuse, addiction, immigration, unhoused, and acknowledging native land.
- Comfortability regarding conversations such as mental health, healthy relationships, domestic violence, and providing a safe space for youth to have conversations about these heavy topics.
- Strong group facilitation, behavioral management and conflict resolution skills gained in a working with adolescent youth.
- Ability to motivate, excite, spark curiosity and self-discovery among young women toward social justice advocacy and civic engagement.
- Ability to work cross-culturally with co-workers, girls, partners, and/or volunteers.
- Ability to create and maintain a culturally responsive, trauma-informed safe and supportive space.
- Collaborative, resourceful, self-motivating, creative, organized, and flexible with a growth mindset.
- Knowledge of Excel Outlook and/or other database applications.
- Ability to bend, lift, move up to 15 lbs.
- Background clearance from the Department of Justice.
- Must be able to work occasional evenings and weekends as needed for events.
- Bilingual Spanish/English is desired but not mandatory.

What We Offer

- Compensation: *Base \$20.00 to \$21.50 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, political belief, 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

