



Job Description Regional Engagement Coordinator

Job Title:	Regional Engagement Coordinator	Status:	Regular, Full Time
Reports To:	Youth Programs Manager	Starting Salary:	\$23.00-\$24.00 per hour, DOE
Program:	Youth Programs	Classification:	Non-Exempt
Application Requirements:	To be considered, applications must include a resume and a letter of interest that includes a statement regarding the applicant's commitment to racial equity and intersectional impacts.		

The Mockingbird Society is a non-partisan advocacy organization focused on transforming foster care and ending youth homelessness. We do this by creating, supporting, and advocating for racially equitable, healthy environments that develop youth and young adults at risk of or experiencing foster care or homelessness. Our efforts are rooted in and guided by the voices of the communities we serve and those with lived experience in the systems we are trying to change. Ultimately, we want every young person, regardless of race and individual experience, to reach adulthood with an equitable opportunity to thrive.

POSITION SUMMARY

Engagement Coordinators in collaboration with Network Representatives are responsible for all aspects of youth engagement, including recruiting, training, and coordinating advocacy efforts to transform the child welfare and homelessness systems. Participants from ages 13 to 26 create change by developing leadership and advocacy skills and sharing their recommendations for reform with key policy makers and community advocates. To effectively support these participants, Engagement Coordinators partner with agencies in their regions and participate in local community efforts aligned with our mission. Engagement Coordinators must also have a demonstrated commitment to equity.

ESSENTIAL RESPONSIBILITIES

Program Coordination & Administration

- Work with and mentor participants to plan and facilitate monthly chapter meetings and leadership team meetings in collaboration with Network Representatives, Chapter Leaders, and Leadership Team Members.
- Conduct in-person and virtual outreach and recruitment efforts to ensure ongoing and increased youth participation in programs, training, and events.
- Recruit and prepare youth to attend Youth Advocacy Day and the Youth Leadership Summit.
- Engage participants in understanding and participating in Mockingbird's year-round advocacy cycle.
- Assist participants as they identify systemic problems related to foster care and/or homelessness, to develop and propose solutions.



- Mentor participants to facilitate public trainings on foster care, youth homelessness, and incorporation of youth voice.
- Recruit, prepare, and coach participants for public speaking events.
- Collaborate with participants in writing articles for the *Mockingbird Times*.
- Connect participants with resources in their community as appropriate.
- Collect and input accurate participant activity data.
- Work with Director of Youth Programs, Youth Programs Manager, and other team members to develop annual goals.
- Participate in on-going staff and department training.
- Submit timesheets and stipend requests for Chapter Leaders and chapter members.
- Monitor chapter budget and complete necessary financial paperwork.

Community Collaboration

- Create and maintain partnerships with organizations serving young people in different systems (for example: criminal legal system, mental health, immigration, education, etc.)
- Utilize a variety of methods to engage young people, create and maintain community partnerships (e.g. in-person, phone, video conversation, social media etc.)
- Offer community speaking and outreach presentation to change perceptions about the foster care and homeless system.
- Organize regional awareness-raising and community-building events for participants.

Supervision and Mentorship

- Mentor participants during activities, ensuring positive engagement and safety.
- Supervise participants during special events such as Youth Advocacy Day, Youth Leadership Summit, Statewide Leadership Council meetings, and speaking events.
- Supervise and support the work of Chapter Leaders. Supervision includes goal setting for professional development and racial equity work.
- Work directly with Youth Programs Manager and Youth Programs Director to address development opportunities and needs for participating young people.

QUALIFICATIONS

- Commitment to race equity, social justice, and LGBTQ2+/cultural competence.
- 1-3 years of successful experience working with youth (experience working with youth impacted by foster care, homelessness, and the juvenile justice system is preferred but not required).
- Demonstrated ability to recruit and retain participants in youth programs.
- Demonstrated ability to create and nurture community partnerships.
- Public speaking and facilitation skills.



- Excellent written and verbal communication skills.
- Organization and time management skills; ability to successfully juggle multiple priorities and deadlines.
- Knowledge and competency with Microsoft Office Suite, basic data entry, virtual meeting platforms (Zoom), and social media.
- Ability to attend occasional evening or weekend meetings, as requested.
- Ability to attend all annual events, meetings, and trainings, including one overnight summer conference in Seattle.
- Understanding of the state legislative process is preferred but not required.
- Bachelor's degree in social work, human services, social sciences, or related field, or a comparable combination of education and experience, is preferred but not required.

OTHER REQUIREMENTS

- Upon date of hire, must be able to pass a Washington State and national criminal history check.
- Must have broadband access for remote work.
- Must have access to a vehicle, or to other source of transportation. A valid driver's license and proof of insurance will be required if a personal vehicle is used for business purposes.
- Available to work some evenings and weekends with occasional travel.
- Ability to perform moderate physical work.

LOCATION REQUIREMENT

The pandemic opens the opportunity for our Youth Programs to become a statewide program by implementing in-person and remote work. We are looking for three Engagement Coordinators that live in each of one of the following regions:

- Eastern Washington (Okanogan, Ferry, Stevens, Pend Oreille, Chelan, Douglas, Lincoln, Spokane, Grant, Adams, Whitman, Benton, Franklin, Walla Walla, Columbia, Garfield, or Asotin)
- Snohomish or King
- Western Washington (Watcom, Skagit, Callam, Jeferson, Kitsap, Mason, Gray's Harbor, Pacific, Thurston, Lewis, Cowlitz, or Clark)



COMPENSATION

The approved salary range for this position is between \$23.00 and \$24.00 per hour, depending on experience and qualifications. Benefits include medical and dental insurance, optional SIMPLE IRA with employer match, Employee Assistance Program, and generous paid time off.

EMPLOYMENT POLICY



The Mockingbird Society™ is an Equal Opportunity employer. Employment is based upon individual qualifications without regard to race, color, sex, religion, national origin, citizenship, age, marital status, veteran status, disabilities, political ideology, sexual orientation, or any other legally protected status. **We welcome all applicants, especially individuals with experience as foster care providers, alumni of foster care, and those who have experienced youth homelessness.**

HOW TO APPLY

Please follow the below instructions in full. Incomplete applications will not be considered.

- Submit applications to jobs@mockingbirdsociety.org with “Regional Engagement Coordinator” in the subject line.
- Applications must include a resume and a cover letter, in Word or PDF format.
- The Mockingbird Society is committed to actively creating racial equity and eliminating the impact of intersectionality by embodying the changes we want to see in our work. Applicants are required to include a statement regarding how they would support and further this goal in their cover letter.

We are unable to respond to phone inquiries.

Position is open until filled; priority consideration will be given to applications received by **September 3rd, 2021.**