



Mentorship Program Supervisor Job Description (Please advise)

Job Title: Mentorship Program Manager
Rate: Hourly Employee, Paid \$26.00/hour
Hours: 20 hours per week/part-Time; Exempt
Benefits: Paid time off (holiday, vacation, sick, mental health) and \$75 monthly wellness stipend
Reports to: Assistant Director
Job Type: Hybrid (In-person with some allowance to work from home, located in Durango, CO)

This job description does not constitute an employment contract and is subject to change as the needs of RYC and requirements of the job change.

The Mentorship Program Manager must be committed to working with the 2SLGBTQIA+ community. Mentorship Program Manager must be committed to anti-oppression in *all* forms to dismantle transphobia and homophobia, heteronormativity and cisnormativity, white supremacy, ableism, sexism, ageism, and classism. Must be willing to work through a health equity lens by understanding that there are better health and wellness outcomes for our 2SLGBTQIA+ population across all intersections by representing and bolstering our growing programming. Hiring equitably is an organizational goal as exhibited by hiring staff that reflects local demographics including: Gay, Lesbian, Bisexual, Transgender, Queer, Two-Spirit, Non-Binary, Intersex, and Asexual People of Color.

ORGANIZATION MISSION AND VISION:

Mission: To build a brave, anti-racist, anti-oppressive, non-judgmental, and visible space and community for Two Spirit, Lesbian, Gay, Bisexual, Transgender, Queer, Questioning, Intersex, Asexual (2SLGBTQIA+) youth, families and allies in Southwest Colorado.

Vision: To demystify stereotypes and empower through education. We envision that 2SLGBTQIA+ youth and allies will direct and develop youth led educational, social, and emotionally supportive activities that will benefit overall well-being.

Our Values

The Rainbow Youth Center values community and connection centered in vulnerability, compassion, and justice. We value authentic and safe relationships. We value the whole person as they are. We value wellness and creating opportunities to live one's best life possible

Our Norms

- ❖ **Respect;** We respect names, pronouns, orientation, gender and philosophies.
- ❖ **Confidentiality;** What is said at RYC stays at RYC, but what is learned here leaves.
- ❖ **Boundaries;** We will respect all boundaries (visual, auditory, physical, etc.).
- ❖ **Brave Space;** We will create space for growth while being mindful of what might be uncomfortable for others.

ESSENTIAL FUNCTIONS

The essential functions include, but are not limited to the following:

A. Organization Direction

- Be a leader and model for social justice, anti-racism, and anti-oppression and actively foster the mission, vision, values, and norms of RYC throughout all programming.
- Alignment with the organization's mission, vision, and values.
- Actively engage in and oversee the research and use of best practices for working with 2SLGBTQIA+ youth and families.
- Ensures trauma competencies as core to daily practice at RYC

B. Sole Responsibilities of Mentoring Program Supervision:

- Identify, develop, and provide oversight of the entire mentoring program
- Hiring and firing of contracted mentors
- Train and Supervise mentors
- Ensure program operations and activities adhere to legal and ethical guidelines and RYC internal policies.
- Communicate with and manage Mentees as it relates to the Mentorship Program as needed.
- Coordinate and oversee program budgets and reports.
- Research and develop evaluation tools to measure programming along with Program Coordinator
- Implement surveys and gather and analyze data
- Compliance with confidentiality and mandatory reporting.

E. Crime Victims Services and Support

- Provides oversight of peer-to-peer 2SLGBTQIA+ crime victim connection and groups to cultivate resilience for survivors of crime.

- Lead a multidisciplinary team in crisis oriented situations and demonstrate excellent advocacy response with crisis support of 2SLGBTQIA+ victims of bullying, child abuse, sexual assault and other crimes and to their friends and their family members.

E. Participate as a contributing member of the RYC team

- Support organizational development
- Represent the organization in a respectful way both on and off the job
- Work in collaboration with team members
- Attend at least 10 hours per year of ongoing training to maintain current best practice in providing victim advocacy, cultural awareness, field trends, and anti-oppression.
- Participate in community needs assessments and data collecting
- **Performs other related duties as assigned.

If interested in this position, please send a cover letter and resume to xander@rainbowyouthcenter.org. This position is also subject to change into a potential full-time position that would be focused on the Mentorship Program Manager and a Wellness/HR support positions.