Rising Sun Center for Opportunity
Job Opening: Stockton Youth Development Specialist

About Us
Rising Sun Center for Opportunity is a premier workforce development and community resilience non-profit serving the Bay Area and San Joaquin County. We offer two programs, Climate Careers and Opportunity Build, that give youth and adults the training and experience they need to access sustainable career pathways and maximize their potential.

For more information about Rising Sun, please visit www.risingsunopp.org

The Climate Careers Program
Climate Careers offers a no-cost service to local homes. This service, called a Green House Call, consists of an energy and water audit and installations of energy- and water-saving devices. Climate Careers employs youth Energy Specialists, ages 15-22 from low-income households, to perform these audits and installations. Our innovative mission combines residential energy efficiency services with youth employment, development, and pathways to success.

The Youth Development Specialist (YDS) Position
The Youth Development Specialist (YDS) is responsible for supporting a cohort of 20-22 youth, ages 15-24, in the Climate Careers Stockton region. The main goal of the YDS is to help youth identify and overcome barriers to employment for the purpose of full program retention and participation. Additionally, the YDS will be responsible for the programmatic enrichment of participants through various forms of professional skills development and career planning.

Primary Responsibilities for Summer Employment (June-August 2022)
- Hold regular 1-1 meetings with each youth participant, with a focus on empowering them to overcome employment barriers and maintain program participation
- Mobilize community, school, and family referrals to help youth access services and resources in their community
- Develop trusting relationships and be a mentor to the youth program participants
- Deliver weekly professional development workshops and monitor professional portfolio completion for each participant
- Provide job search support and tailor individual career goals
- Support the development of facilitation and presentation skills for youth in the LIFT program
- Maintain administrative reports and communicate youth progress to supervisors
- Support the regional team with late stages of pre-program youth hiring (paperwork completion, document verification, information relay, etc.)
● Jointly responsible with the site management teams for the administration and completion of all youth program surveys
● Support Regional Manager and Alumni Services Manager in the externship application process, communication with hosts, extern’s barrier removal, and relevant tasks as needed.

Primary Responsibilities for Post Summer Employment, Externship Supervision (August-November 2022)

● Support placement of youth to externship partners by working with Regional Manager
● Communicate with industry partners to introduce role of YDS and support that will be given
● Co-facilitate onboarding presentation for externs during the first week of externship participation
● Co-design and deliver professional development workshops, eco-literacy workshops and monitor professional portfolio completion for each youth
● Conduct 1-1 meetings with youth throughout the program to support development of goals
● Gather feedback from all participants including industry partners on externship program
● Ensure completion of all pre-/mid-/post-externship surveys

A successful Youth Development Specialist...

● Has knowledge of youth development principles and at least two years of experience working with young people in a youth development setting
● Has a strong understanding of local resources available to youth and is able to research and develop new partnerships to this end
● Is highly skilled at classroom management and engaging lesson plan facilitation
● Has experience facilitating life skills and professional development workshops to a group of young people
● Has the ability to motivate youth and manage behavioral issues in a positive manner

Program Details

● **Youth Development Specialist pay**: $21.50/hour
● **30-40 hours/week, temporary, non-exempt**
● Mileage reimbursement at $0.585 per mile if traveling to Rising Sun related events
● **Program Dates**: June - November, 30-40 hours a week including paid training on June 2-10
● **Locations**: The YDS will be placed at a site office in South Stockton during the Summer.

<table>
<thead>
<tr>
<th>Program Dates &amp; Schedule (Summer Employment):</th>
<th>June-August 2022, 30-40 hours a week</th>
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<tbody>
<tr>
<td>Paid Training</td>
<td>Paid Training (Youth)</td>
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<tr>
<td>June 2-10</td>
<td>June 13-17</td>
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<tr>
<td>Manager Meetings</td>
<td>Professional Development</td>
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<td>Weekly on Mondays</td>
<td>June 20 - August 12</td>
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<table>
<thead>
<tr>
<th>Program Dates &amp; Schedule (Externship Placement):</th>
<th>August- November 2022, 30-40 hours a week</th>
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<tbody>
<tr>
<td>Externship Applications, Interviews and Placement</td>
<td>Externship Program Supervision</td>
</tr>
<tr>
<td>July 1 - Aug 4, 2022</td>
<td>August 15 - October 31, 2022</td>
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Requirements

- Adhere to all Rising Sun policies, including the Mandatory COVID-19 Vaccine Policy for Employees (this means vaccinated, able to prove vaccination status, and up to date with a booster when applicable)
- Provide proof of up to date COVID-19 vaccination by the start date
- Adhere to public health safety regulations, including (but not limited to) wearing a mask and gloves, submitting to temperature checks, and maintaining six feet distance from other staff
- Have a car, valid driver's license, and motor vehicle insurance
- Be able to pass a motor vehicle record check with a safe driving record
- Be able to pass a criminal background check
- Be able to travel locally in the Stockton area
- Stable phone access to make phone calls for remote work
- Have a strong interest in working with youth, and the ability to understand and appreciate the challenges faced by low-income youth
- An effective communicator with strong presentation skills or a desire to develop these skills

It's not just another job–it's a chance to participate in a program where you can make a difference in your community and for the environment while gaining valuable skills and work experience!

READY to Apply?

Please email your resume, cover letter, and three professional references to canelatorres@risingsunopp.org, and include “Youth Development Specialist” in the subject line.

We are accepting resumes and hiring on a rolling basis, so we highly encourage you to get your application in as soon as possible.

Rising Sun is an Equal Opportunity Employer

Rising Sun is committed to diversity and considers all applicants for all positions without regard to color, ethnic background, religion, sex, gender, sexual orientation, national origin, age, and disability status. EOE/AA/Women and Minorities are encouraged to apply.