

YouthLink Job Opening: **NICOLLET SQUARE TRANSITION COACH**

Provide support for young people transitioning from homelessness into housing.



About YouthLink

YouthLink is a recognized leader in the Twin Cities and beyond for our work to build pathways of opportunity for homeless youth ages 16 – 24. Our youth-focused team provides innovative, evidence-based services that guide youth on a holistic level toward futures of education, employment, health and wellness, and housing stability. Since 2011, YouthLink has been home to the Youth Opportunity Center (YOC), a first-of-its-kind collaborative center where over 30 community partners make vital resources available onsite to provide efficient and effective interventions and strategies for youth in crisis. In addition to our drop-in center, YouthLink provides site-based supportive housing programs at four locations for youth transitioning out of homelessness or foster care: Archdale, St. Barnabas, Nicollet Square, and Downtown View Apartments.

Our Mission

At YouthLink, our mission is to support and empower young people on their journey to self-reliance.

POSITION SUMMARY

The Nicollet Square Transition Coach is a positive role-model, mentor, and life coach for residents of Nicollet Square Apartments. The Transition Coach helps residents identify and achieve goals that help them maintain safe and stable housing, employment, and education. By building trusting relationships and focusing on residents' unique strengths and positive characteristics, the Transition Coach guides them toward empowerment, community connectedness, self-sufficiency, and independence.

Key responsibilities include:

- Actively working with 10-25 residents.
- Building trusting relationships with residents and creating an environment that fosters independent living and community building.
- Assessing residents' needs, developing and documenting goal plans, making appropriate referrals, and ensuring follow-through.
- Collaborating with YOC and community agencies based on residents' goals and aspirations.
- Supporting and advocating for residents, including accompanying them to appointments as a YouthLink representative.
- Providing flexible transition coaching services both onsite at Nicollet Square and in the community.
- Understanding and applying YouthLink's Guiding Principles in work with young people, staff, and community and partner agencies.
- Collaborating with property management to ensure appropriate response to resident needs and concerns, thorough communication, and accurate and timely documentation.
- Maintaining thorough, accurate records and completing documentation in a timely manner.
- Maintaining professional boundaries.
- Other duties as assigned.

The Nicollet Square Transition Coach is directly supervised by the Nicollet Square Program Supervisor, and works closely with both YouthLink and property management staff.

QUALIFICATIONS

A Bachelor's degree in social services or a related field or 2-4 years of experience, or an equivalent combination of education and experience is required. Qualified candidates must:

- Be able to provide non-judgmental services, including demonstrating acceptance of a variety of lifestyles, behaviors, and cultural and spiritual practices.
- Have strong knowledge in a principle-based approach, including harm-reduction, trauma-informed, strengths-based, and other areas reflected in YouthLink's Guiding Principles.
- Be able to make sound decisions independently in crisis situations.
- Have effective written, verbal, and interpersonal communication skills.
- Exhibit a high degree of professionalism.
- Be able to work in a collaborative environment.
- Have demonstrated experience working with communities of color.
- Be mission-driven and able to incorporate agency philosophy into service delivery.
- Be comfortable with Microsoft Office applications.
- **PREFERRED:** Knowledge of HUD, MPHA, and City of Minneapolis housing regulations.
- **PREFERRED:** Experience with residential programs for homeless youth and young adults

Must have a valid MN state driver's license, access to reliable passenger transportation (not a motorcycle), and valid insurance upon date of hire. The winning candidate must be able to pass a background check and drug test in accordance with local, state, and federal laws.

Hours: Full-time, 40 hours per week, Monday – Friday. Some evening/weekend hours may be required.

COMPENSATION AND BENEFITS

\$16.83 - \$17.79 per hour, depending on experience. YouthLink's competitive and comprehensive benefits package includes:

- Medical
- Dental
- Life Insurance
- Long Term Disability
- Elective benefits: Short-term disability, FSA, 401(k)

HOW TO APPLY

E-mail a cover letter and resume with the subject line "Nicollet Square Transition Coach" to careers@youthlinkmn.org. Cover letter should include a response to one or more of YouthLink's [Guiding Principles](#) as it applies to your work with youth.

Equal Employment Opportunity: YouthLink shall seek to ensure and provide equal opportunity for all persons seeking employment without regard to race, age, color, religion, gender, marital status, sexual orientation, military status, national origin, disability, or any other characteristic as established by law.