



EMPLOYMENT OPPORTUNITY

COMMUNITY ENGAGEMENT SPECIALIST (CONTRACTOR)

Summary of Position: The City of Evanston's Youth & Young Adult Division, Connections for the Homeless, Curt's Café, Erie Family Health Centers, Infant Welfare Society of Evanston, James B. Moran Center for Youth Advocacy, PEER Services, Youth Job Center, and Youth & Opportunity United (the "Collective") seeks former patients/clients or young adults deeply connected to the Evanston community to hold conversations with youth, young adults, and caregivers, as well as front-line social service providers, for the purpose of exploring barriers, strengths, and gaps in youth services, and provide information about how systems of care could be more responsive and accessible to the community's needs. The Community Engagement Specialists will serve as a team, and as part of the Collective, will come together to create actionable recommendations as to how we, together, might achieve more culturally-attuned, coordinated, and accessible services for youth and their families in Evanston.

Specific Duties:

- Work in partnership with the other Community Engagement Specialists and Project Coordinator to develop strategies for surveying and collecting input from community members, as well as front-line providers, regarding Evanston's youth programming and services;
- Conduct 1:1, small group, and organizational conversations, as well as regularly meeting with provider agencies to learn and fine-tune the inquiry, and explore ideas for system changes;
- Help develop a SWOT (Strengths, Weaknesses, Opportunities, and Threats) analysis of current systems and re-imagine what re-designed systems of support could and should look like as informed by the community surveying;
- Assist in developing a roadmap for implementing recommendations, including what reorganizations, financial commitments, and public policy reforms will be necessary to achieve our collective long-term goals; and
- Finalize and present collectively agreed upon recommendations.

The following qualifications are requirements for the position:

- Connected and committed to Evanston;
- Able to work well with a team to achieve collective objectives;
- Dedicated to social justice and equity;
- Strong interpersonal communication, listening, and organization skills;
- Open-minded and creative;
- Comfortable with ambiguity and undefined processes; and
- Reliable.

The following qualifications are highly desirable:

- Between 18-26 years old; and
- Completed high school or the equivalent.

Salary:

- \$20/hour for approximately 5 hours a week of contractual work with an expected end-date of November 30, 2019.

HOW TO APPLY:

Please email two paragraphs about why you're interested in the position and what skills you bring, as well as a resume **to info@youthjobcenter.org by December 31, 2018**. We will continue accepting resumes, however, until the positions are filled.

If you're interested in the position, we strongly encourage you to apply! We're open to a wide range of applicants.

If you need any assistance in writing a cover letter or creating a resume, please also email info@youthjobcenter.org.