Phoenix Indian Center, Inc.

4520 N. Central Avenue, Suite 250 - Phoenix, AZ 85012
Phone (602) 264-6768 Fax 602-274-7486
www.phxindcenter.org

JOB ANNOUNCEMENT

TITLE: **YOUTH DEVELOPMENT SPECIALIST**
HOURS: Monday to Friday – 8:00 AM to 5:00 PM (Some Evening and Weekend Hours)
SALARY: $35,000 to $38,000 per Annum

Provides outreach, recruitment, enrollment and retention for high school youth eligible for the Forward Promise: Future Inspired Native American Leaders Program. Participates in program planning, implementation and evaluation. Navigates youth and their families who are in need of education, career preparation, housing, clothing, transportation, food, and other community services. The Specialist will act as an advocate to youth and their families in gaining access to services and in maximizing the use of community resources based upon their needs. The Specialist will assist in development and planning of all youth activities intended to enhance educational and career advancement.

REQUIREMENTS:
BA (preferably in Social Work, Education or Business) plus two years relevant experience or any equivalent combination of education and experience. Experience in youth development/youth services with proven ability to engage youth and motivate them toward action and follow up. Knowledge of homelessness, substance abuse, mental illness and domestic violence as these areas relate to youth and their families. Experience in case management or duties in administering long term, ongoing support and linking to other services. Strong leadership skills. Knowledge of the social, educational, cultural and economic development and needs of urban American Indians and demonstrated ability to provide culturally sensitive and appropriate services to American Indian youth and their families. Must have State of Arizona DPS Clearance Card. Dependable transportation, valid AZ Driver's License and automobile insurance coverage in compliance with Phoenix Indian Center requirements.

CLOSING DATE: OPEN UNTIL FILLED – Posting Date: November 2, 2015

SUBMIT COMPLETED APPLICATION, INCLUDE CURRENT RESUME TO:
PHOENIX INDIAN CENTER PERSONNEL
4520 N. Central Avenue, Suite 250, Phoenix, AZ 85012
602-264-6768 ext 2103 Fax 602-274-7486
Online at www.phxindcenter.org Click on Work With Us

PREFERENCE
In accordance with the Indian Preference Regulations, preference is given to American Indians. To claim Indian preference, a copy of tribal affiliation must be included with application.