

## **Youth Specialist at Yuma Private Industry Council in Yuma, AZ**

**Job Id # 4768513on [azjobconnection.gov](http://azjobconnection.gov)**

**Full Time**

**Pay Rate: 18.03 P/ Hr.**

### **Job Description:**

The Yuma Private Industry Council is an equal opportunity employer and all qualified applicants will receive consideration for employment without regard to race, color, religion, sex (including pregnancy, gender identity, and sexual orientation), national origin, age, disability status, protected veteran status, or any other characteristic protected by law.

### **SUMMARY**

Under the direction of the Youth Services Coordinator, the Youth Specialist is responsible for implementation of the 14 Program Elements and program activities funded by the Workforce Innovation and Opportunity Act (WIOA).

1. Tutoring
2. Alternative Secondary School Services
3. Summer Employment Opportunities
4. Paid and Un-paid Work Experiences
5. Occupational Skill Training
6. Leadership Development Opportunities
7. Supportive Services
8. Adult Mentoring
9. Follow-Up Services
10. Comprehensive Guidance and Counseling; requirements under WIOA
11. Integrated Education and Training for a specific occupation or cluster

12. Financial literacy education
13. Entrepreneurial and skills training
14. Services that provide labor market information about in-demand industry sectors and occupations

The Youth Specialist works directly with in-school and out of school youth (ages 16-24) that have at least one barrier to employment. This position determines eligibility, conducts assessments, and assists the participant meet educational and employment goals.

This position must review and ensure understanding of Youth Program guidance documents including, but not limited to: internal policies, state policies, Department of Labor (DOL) Training and Employment Guidance Letters (TEGLs), federal rules and regulations, state broadcasts, etc. This position must keep abreast of program updates by Federal, State and Local Board directives, WIOA Performance measures.

This position must master the use of mandated state database system(s), to ensure timeliness, accuracy, completeness, and comprehension. The Youth specialist must be willing to accept new challenges and be willing to embrace change.

The Youth Specialist must have reliable transportation and a clean driving record to make employer visits and drive to various locations in Yuma County.

**Job Requirements:**

A Bachelor's degree in Career, Vocational Education, Social Work, or Human Services with two years of experience in case management in a related field; Or, an equivalent combination of education and four years of experience in case management and Academic Advisor field. Experience in Social Services and/or working with individuals with barriers to employment is preferred.

Fluency in the English and Spanish languages is preferred.

\*For complete job description visit [www.ypic.com/careers.html](http://www.ypic.com/careers.html)

**How to Apply:**

MUST review the complete job description before applying: [www.ypic.com](http://www.ypic.com)

Application can be downloaded on line, submitted in person, via regular mail or emailed to [amcbride@ypic.com](mailto:amcbride@ypic.com) or [erivera@ypic.com](mailto:erivera@ypic.com)

The Application is also available at 3834 W 16th Street, Yuma, AZ 85364 Monday thru Friday between 8:00a.m. to noon, and 1 :00p.m. to 5:00p.m. YPIC observes Holidays.

Resumes are ONLY accepted as an attachment to the Application. Application MUST be completed to be considered.

Deadline to submit application: Open Until Filled.