

IYG

Job Posting

Title: Center Support Advocate Specialist

FLSA Status: Exempt (Salaried)

Starting Salary range: \$44-\$46k per year

Location: Indianapolis

Hours: Full-time

Position Summary: This position works on the support advocacy team with Center young people engaged in the strengths-based program. This position is also responsible for covering activity center hours and duties as identified below.

Responsibilities:

- Assist in the IYG strengths-based procedures.
- Assist young people in creating collaborative care plans
- Utilize strengths-based planning and language with young people
- Assist youth in overcoming barriers to autonomous living
- Meet face-to-face and/or virtually with young people, as needed
- Intervene in crisis situations, as needed
- Participate in Client Services staff and other required meetings
- Maintain documentation and data collection related to young people
- Collaborate with community partners to increase access for young people
- Work in the Activity Center with youth 2-3 evenings a week at times until closing
- Maintain, develop, and cultivate the culture of the Activity Center as well as activities and events where IYG is present
- Conduct intake meetings with new young people to IYG
- Be an extra layer of support to Center Services team
- Facilitate groups and help with events
- Assist with supporting the Project Prism program if needed or requested.
- Cultivate and maintain rapport with young people
- Ensure safety and supervision of young people
- Other duties as assigned

Reporting Structure: This person reports directly to the Supervisor of Support Advocacy.

Position Qualifications:

- Lived experience navigating homelessness and social support services is beneficial

- One or more years of experience working with young people in social services and/or navigating homelessness is preferred
- An Associates (or higher) degree in social work, sociology, psychology, communication, education, gender studies, sexual studies, or related field preferred
- Attend all department and staff meetings as scheduled
- Strong foundational knowledge of LGBTQ+ issues and terms
- Evening availability 2-3 nights a week.
- Experience with MS Suite such as Word, Excel and PowerPoint preferred
- Must be strong with time management, organization and communication.
- Ability to interact with young people 12-24 years old and maintain a constructive and professional relationship with them.
- Must pass all background checks

We encourage people of color, transgender, and non-binary people to apply. IYG is an equal opportunity employer and welcomes everyone, including non-LGBTQ+ people, to join our team. At IYG, we are dedicated to being diverse, inclusive, and authentic.