

SYM

Seattle Youth Ministries · 4540 15th Ave NE · Seattle, WA 98105 · www.symseattle.org

Seattle Youth Ministries (SYM) provides youth & young adults experiencing homelessness in Seattle's University District with life-skills, resources and relationships that bring hope & healing to their lives and the community. SYM is committed to building personal relationships; teaching young people how to do life and become independent; and affirming their sense of self-worth.

TITLE: Program Staff

HOURS: SYM is hiring for M-F Drop-in Staff schedule to be determined up to 25 hours /week.

COMPENSATION: \$21 / hr.

STARTING DATE: November 7, 2022 or as soon as position is filled.

POSITION SUMMARY & RESPONSIBILITIES:

Position Summary:

The primary responsibility of SYM Program staff is to create a welcoming and hospitable space for our guests in our Drop-in Center. Staff help to connect guests to in-house and partner resources while maintaining a clean, safe and inviting environment. Some essential tasks and duties include but are not limited to:

- Hosting the space in a way that is welcoming and stabilizing while being very proactive in keeping the space safe for all
- Organizing and restocking supplies
- Monitoring bathroom use
- Prepping and cleaning
- Demonstrating flexibility and willingness to help fill needs of team-members during shifts
- Working cooperatively with staff and volunteers

Summary of Responsibilities

- Excellent communication skills, including a 'person-centered' approach
- Practice a nonjudgmental welcoming and stable presence
- Ensure that SYM is a clean, safe, and welcoming environment
- Assist guests in accessing basic needs such as laundry, showers, bus tickets, etc
- Hold a keen awareness of the unspoken dynamics in the space and anticipating any preemptive need for de-escalation
- Mediate conflicts and model appropriate problem-solving strategies
- Distribute hygiene and personal care items, bus tickets, and resource info as requested ●

Enforce SYM rules as delineated in Program Handbook - Staff.

- Enforce SYM Community Expectations
- Program other than Drop-In: as these activities are developed, take an active role in their

implementation with SYM clients.

PROFESSIONAL SKILLS AND QUALIFICATIONS

- Familiarity with at-risk or homeless youth population; ideally some experience working with homeless or high-risk populations in comparable social service environments, such as shelters, transitional housing, multi-service center or other direct human services positions and/or lived experience.
- Commitment to diversity, inclusion and social justice within the workplace
- Ability to take initiative and be self-motivated, working with minimum supervision
- A confident personality and the ability to build excellent rapport with guests and neighbors
- An ability to respect others' opinions and cultures at the same time as demonstrating their intrinsic worth
- An ability and willingness to love before or without understanding
- Ability to work effectively with a team
- Flexibility to accommodate a variety of work tasks
- Demonstrated abilities and experience in successful conflict resolution
- Ability to lift up to 25 pounds
- Ability to perform physical work
- Ability to stand or walk during the majority of 3-hour work shift
- Must pass a criminal background check
- High School diploma or GED or equivalent lived experience
- Ability to work in a busy, fast-paced, sometimes stressful environment
- Basic computer skills

PERSONAL QUALITIES

- Dedication to pursuing the well-being of young people experiencing homelessness and their community
- A team attitude and desire to work collaboratively with a small staff
- Flexibility and a great sense of humor
- An ability to be flexible and an understanding of how to prioritize in the midst of emerging needs of clients

Please send resume and cover letter to Rita Buyco at ritab@symseattle.org

SYM prioritizes our values of faith and diversity in the hiring process:

SYM is a Christian organization motivated by our commitment to God, and following Jesus in his call to love and serve others.

We do not require drop-in staff, volunteers or clients to be of any particular faith, and we provide services to all youth who enter our programs, regardless of religious belief and without any proselytizing. For more about our faith, visit our website at

www.symseattle.org

SYM is both an equal-opportunity employer and a faith-based religious organization. As an organization that serves a culturally and racially diverse demographic, SYM believes that diversity and multicultural awareness are vital for the growth and strength of our team. We believe that diversity among SYM benefits all – staff, youth served and the community as a whole. Qualified applicants from all cultures and communities are encouraged to apply.