

Job Description – TR3 Youth Worker
Location: Roca Chelsea
FLSA Classification: Non-Exempt

Organizational Overview

Roca has been serving young people in Massachusetts since 1988. We currently serve over 1,000 young people across 21 communities in Massachusetts, with three fully operating sites in Chelsea, Boston, and Springfield, and two satellite sites in Lynn, and Holyoke, MA. We are also in the planning phase of replication in Baltimore, MD, with a fully operational site set to open in Summer 2018. All of our sites serve high-risk young men, and our Chelsea and Springfield sites also serve high-risk young mothers.

Roca’s work is based on the theory that young people, when re-engaged through positive and intensive relationships, can change their behaviors and develop life, education, and employment skills to disrupt the cycles of poverty and incarceration. Roca’s Intervention Model engages the highest-risk 16-24 year olds in a long-term process of behavior change and skill building opportunities. Understanding that meaningful change doesn’t happen overnight, we deliver an Intervention Model that is four years long and allows for relapse during the process. We know that lasting change requires a safe space to grow and to flex newly acquired decision-making skills. If a young person is seeking change or can make it through our model without relapsing, then they are not a candidate for Roca and can likely be served by a less intense program.

Our Intervention Model is a cognitive-behavioral intervention based on the evidence-based practices of community corrections. It is the only community corrections model that is delivered on the street, to high-risk young people, by a non-mandated authority. The Intervention Model has five components: Relentless Outreach, Transformational Relationships, Tailored Programming, Engaged Institutions, and Performance Based Management. The Young Mothers’ Program is an intensive, four-year, two generational approach to serving the highest risk single mothers ages 16-24 and their vulnerable children, and helping them to find stability, achieve sustained behavior change, and improve developmental and educational outcomes for young children.

Position Overview

The TR3 Youth Worker report to the Director of the Young Mothers’ Program. Roca’s TR3 youth worker works with our very high-risk young moms in years 3 & 4 of the Intervention Model. TR3 Youth Workers support our young moms in achieving and maintaining long-term outcomes. All YMP youth workers are responsible for ensuring that children are screened annually and subsequently as needed using the Ages & Stages Questionnaire (ASQ) and its social-emotional counterpart, ASQ:SE, and that all children showing concerns are referred to and accessing early intervention. The TR3 Youth Worker is also responsible for ensuring that all (eligible) children have access to licensed childcare to support their school readiness as their mothers transition from the program. Additionally, all youth workers work with community partners (DTA, DCF, Early Intervention, community members) within the communities Roca is serving. The successful Youth worker will work closely with team members, supervisors, and others within the organization to ensure that each young person is driving to long-term outcomes and their children are developmentally on-track.

Responsibilities

- Understand, practice and promote the vision, mission, and values of the organization.

Core Functions	Bottom Lines and Expectations	Targets
Outreach and Transformational Relationships	<ul style="list-style-type: none"> • Maintain a caseload of up to 60 high risk young mothers in years 3 & 4 of the Intervention Model 	<ul style="list-style-type: none"> • 100% compliance with ETO and all evaluation tools

Core Functions	Bottom Lines and Expectations	Targets
	<ul style="list-style-type: none"> • Participate in and support TR2 to TR3 Transition Process for young mothers to ensure it is done smoothly and with enough support for long term engagement and outcomes achievement • Engage and build relationships with young people for the purpose of supporting behavior change and skill development • Engage in intentional CBT based contacts with participants to help them identify and learn emotional regulation skills to shift negative behavioral cycles • Engage caseload in 3-6 month goal planning regularly • Actively participate in the safety of the space for all participants through building coverage and communication across the organization • Communicate with supervisor and team members regarding participant barriers (substance abuse, street, domestic violence, etc.) and skills needed to be job ready 	<ul style="list-style-type: none"> • Contact Standard Average remains within 10% of weekly, monthly standards by level for TR3s
Stage Based Programming	<ul style="list-style-type: none"> • Strategic recruitment to ensure that participants are engaging in appropriate programming (e.g. all workforce readiness is complete, TR3 Life skills programming, financial literacy, etc...) • Work with team to plan and implement TR3 retention activities. • Lead and implement life skills programming CBT, Financial Literacy, Circles, etc... • Engage participants in appropriate educational prevocational, employment programming 	<ul style="list-style-type: none"> • 80% of active participants are identified weekly/monthly for appropriate programming • 80% of caseload on timeline • 80% of children 0-6 are screened at least once using ASQ & ASQ:SE • 100% of children in need of Early Intervention are referred to and access services
Job Placement and Retention Support	<ul style="list-style-type: none"> • Work closely with Job Developer on first time placements within 60 days of meeting Workforce Readiness Criteria • Support retention and rapid re-placement within 30 days • Work on Advancement Plans (employment, school, training) after 6 month retention • Provide coaching and support around resume building and other necessary requirements for interviews and placement 	<ul style="list-style-type: none"> • Complete Workforce Verifications • Employment placement: 90% of timeline targets; 90% replacement rate within 30 days
Partners/Networks & Supports	<ul style="list-style-type: none"> • Support access to further educational/vocational trainings (community colleges, etc...) • Support access to Health and mental health service • Support access to other services including but not limited to: housing, substance abuse (AA), mental health and 	

Core Functions	Bottom Lines and Expectations	Targets
	medical services, and advanced education/vocational training, etc. <ul style="list-style-type: none"> Support to access high-quality, licensed child care for children ages 0-6 	
General Responsibilities	<ul style="list-style-type: none"> Utilize Youth Worker Track book to manage daily/weekly priorities, target lists, schedules, etc... Maintain Efforts to Outcomes (ETO) data base through data entry of all work with participants on a daily/weekly basis, completion of assessments and all other tools as required for evaluation purposes Utilize ETO reports and data to track participant progress and own performance in moving young people through change process and achieving expected performance indicator targets Demonstrate mindfulness for the resources that Roca possesses, and actively work to maintain their functioning Other tasks as assigned 	<ul style="list-style-type: none"> Completed Youth Work Track Book Daily ETO data entry Run weekly reports required for supervision and complete tool prior to supervision session Participate in Participant Pulls to review progress and get feedback

Qualifications

The very nature of Roca’s work requires an individual of great commitment and energy to the mission. Roca seeks a highly driven individual who is good fit both personally and professionally for the culture of Roca. In addition, the ideal candidate for this position will be a trustworthy decision-maker. He/she will have a sense of humor, feel passionate and committed to direct work with high risk youth, and demonstrate interest in coaching and supporting coworkers.

Roca expects candidates to have the following skills:

- BA preferred/Equivalent experience accepted--Minimum of three years of direct service work with high-risk young people, preferably young mothers.
- Understanding and experience helping young people develop workforce readiness skills.
- Ability to foster relationships with employers.
- Capacity for creative problem-solving, conflict resolution, violence prevention.
- Strong written and oral communication skills.
- Capacity to think and act intentionally and strategically to help young people change behaviors
- Creative problem-solving and thinking
- Excellent at organizing, managing and completing multiple complex projects and tasks simultaneously with thoroughness, accuracy, timeliness and good humor.
- Self-motivation, initiative, sound judgment, and commitment to ongoing learning.
- Ability to work as a part of a team.

Requirements for the position:

- Travel around the service area
- Computer Literate
- Valid MA Driver’s License and current Driving Record
- Willingness and ability to work outside of normal business hours, and Holidays and/or weekends as needed.
- Working with diverse cultures
- Strong attendance and high energy