

Reporting to the Youth Educational Services and Workforce Development Specialist, the **RTH/SuccessLink Leader** will support youth workforce programs at RTH.

- **Position is seasonal (summer) 30 hrs/week, \$17/hr, June 26 - August 25, 2023)**
- **Schedule:** 30 hours per week, 10am-4pm, Monday – Friday. We will be working in-person at our RTH location and our partner’s location (Mission Hill Health Movement) in Mission Hill.
- **Candidates must be 19-24 years old and must apply to the city of Boston’s SuccessLink program (details available upon request)**

The **RTH/SuccessLink Leader** will support aspects of the Youth Workforce Development department, leading small teams of high school-age teens. The RTH/SuccessLink Leader will interact effectively with staff and members of the community. This individual will exhibit independent thinking, maturity and be a self-starter with good decision-making skills, excellent interpersonal skills, organizational and communication skills. Experience leading teams preferred.

#### **Program – Youth Workforce Development**

- Assist staff with jobs programs for teens at RTH.
- Develop and lead daily work sessions with Green Spaces/MHHM team, provide supervision and guidance in meeting project tasks (rth + health movement projects: farmer’s market, summer foods program, community garden spaces, noise study research) and documenting summer work.
- Role-model and support youth in a positive youth development culture with trauma-informed practices.
- Communicate with community members about program offerings, engage in feedback, and offer connections.
- Assist in facilitating program sessions with community youth around life skills, job readiness, and self-care topics.
- Ensure the safety of youth by providing effective supervision and by communicating and modeling this for other staff.

#### **Administrative:**

- Ensure all programs are safe and equipped. Ensure that RTH program standards are met, and safety procedures are followed.
- Build and maintain a high standard of customer service and serve as a role model for program participants, staff, and volunteers. Contribute to a positive and safe work environment.
- Attend and participate in staff and community meetings as requested.
- Provide written reports upon request in a timely fashion.

**Apply by sending your resume to Jen Lewis:**

[jlewis@roxburytenants.org](mailto:jlewis@roxburytenants.org)

