

La Plata Youth Services-Job Opening

Diversion Youth Advocate (*Non-Exempt 32 hours per week, Salary: \$36,000-39,000*)

Reports to: La Plata Youth Services Diversion Program Manager

If interested in applying for this position, please email a resume, cover letter, and 3 reference contacts to chrisbraun@lpys.org by July 12th 2024

This job description does not constitute an employment contract and is subject to change as the needs of LPYS and requirements of the job change.

The Diversion program provides alternative pathways to the traditional justice system to youth ages 11-18. Youth are referred to the LPYS Diversion Program by the courts, law enforcement, and the school resource officers in lieu of having criminal charges filed against them for felony, misdemeanor, and petty offenses. The program is designed to provide youth with resources, support, and direction that will ultimately decrease their chances of reentering the criminal justice system.

The Diversion Youth Advocate's primary responsibility is to provide Diversion programming and case management directly to youth and their families, advocating on behalf of the youth's needs and risks factors in taking accountability for harm caused.

ESSENTIAL FUNCTIONS

- A. Establish and sustain meaningful client relationships (includes clinical/ethical practices).**
 1. Implement initial and on-going assessment of youth and family needs to develop the client's case plan.
 2. Monitor clients utilization of services as outlined in the case plan.
 3. Advocate for clients and families needs and connect to necessary services, using therapeutic assessments and interventions
 4. Implement solutions and interventions to address clients engagement and participation in services
 5. Assess clients' well-being and collaborate with LPYS staff to implement appropriate interventions as necessary. This may include navigating high stress situations and collaboration with outside community partners and resources.
 6. Maintain ethical boundaries and communication between clients and families
 7. Attend to client incidents and problems, as they arise and when appropriate

- B. Establish and maintain key relationships (includes courts, board, schools, LPYS team, etc.).**
 1. Collaborate with community resources to maintain and develop positive working relationships.
 2. Liaison with community partners to ensure youth are able to access community resources
 3. Train incoming youth advocates and diversion interns, as necessary.
 4. Actively initiate relationships with LPYS community partners in addressing youth

issues.

5. Initiate youth programs based on needs of community and needs of LPYS.
6. Balance partner and client interests to ensure positive working relationships and overall client success.

C. Maintain administrative responsibilities.

1. Maintain client records and document work activities in accordance with LPYS standards and practices .
2. Prepare necessary documentation and communication to the referring parties as needed.
3. Completes LPYS paperwork in an accurate and timely manner.
4. Consistent use of the LPYS Salesforce database.
5. Comply with confidentiality and mandatory reporting of child abuse and neglect.

D. Participate as a contributing member of LPYS team.

1. Attend and actively participate in LPYS fundraisers.
2. Support organizational development by involvement with planning workgroups and special projects.
3. Attend mandatory training sessions and seminars as needed.
4. Participate in agency outreach and community engagement
5. Sustain professional and positive working relationships with staff.
6. Knowledge of and adherence to organizational structure hierarchy, goals, operations, and mission statement.
7. Represent the organization in a respectful way both on and off the job.
8. Notify clinical supervisor as needed with high risk clients, client emergencies and/or crisis situations.

MINIMAL REQUIREMENTS/PERFORMANCE STANDARDS

- A. Committed to the success of the program.
- B. Flexible, reliable, friendly and conscientious.
- C. Able to work with both youth and adults with a respectful and non-judgmental attitude.
- E. Organized professional communication skills.
- F. Ability to navigate the complexities of human-serving systems
- G. Awareness of personal capacity and advocacy of self-care

EDUCATION REQUIREMENTS

A Bachelor's Degree in the human service field or any equivalent combination of education, experience, and/or training.

The statements contained herein reflect general details as necessary to describe the essential and non-essential functions of this job. It should not be considered an all-inclusive listing of work requirements. Individuals may perform other duties as assigned.

Revised June 2024

Your employment with LPYS is based on mutual consent. You have the right to end your employment relationship with LPYS at any time for any reason. Similarly, the employment of an employee can be terminated at the sole discretion of LPYS for any reason at any time. It should also be understood that no supervisor or representative of LPYS other than the Executive Director has the authority to enter into an agreement for employment for any specified period of time or to make any promises or commitments contrary to the terms stated above. Furthermore, any employment agreement entered into by the Executive Director shall not be enforceable unless it is in writing.

If interested in applying for this position, please email a resume, cover letter, and 3 reference contacts to chrisbraun@lpys.org by July 12th 2024