

Job Title	Youth Services Specialist
Employer/ Agency	The Montrose Center
Job Description	<ul style="list-style-type: none"> • Organize, attend and oversee program meetings and activities for youth. • Collaborate with Youth Services Manager to develop programming and activities for Hatch Youth groups in accordance with the program logic model. • Maintain Hatch Youth room and ensure that materials and refreshments are available for Hatch activities. • Contact volunteers to affirm schedules for Hatch Youth group meetings and activities. • Maintain records of programs and attendance. • Answer and follow up on telephone calls received regarding program questions and/or issues. Provide resources and referrals. • Represent the Hatch Youth program at agency and community meetings; present educational information to community organizations seeking education, information, and resources on LGBTQ+ youth as requested. • In conjunction with the Youth Services Manager, recruit, train, retain, and supervise program volunteers. • Work with schools to establish and maintain Gay-Straight Alliances/Gender and Sexuality Alliances (GSA's). • Assist in the coordination of special events, including the Prom and Gay Pride Week activities. • Prepare informational materials and utilize social media to promote hatch meetings, programming, and other relevant information.
Qualifications	<ul style="list-style-type: none"> • Graduation from an accredited college or university with a Bachelor's Degree preferred. • Knowledge of community resources and special treatment issues relating to lesbian, gay, bisexual, non-binary, transgender and queer communities and issues specifically relating to youth in these communities. • Ability to mentally and physically cope with stresses caused by regular exposure to the effects of clients' behavioral health issues and respond appropriately to client crises and seek help in coping when needed through supervision, case consultation or counseling when needed. • Ability to respond compassionately to persons who are HIV positive and their partners/family. • Ability to interact with diverse groups of people in unusual situations. • A perspective accepting of a wide variety of people's problems, attitudes and lifestyles. • Good interpersonal skills and the ability to work on a team. • If in recovery, no less than two (2) years substance free. • Access to reliable transportation, a current Texas Driver's License and auto insurance

Employer/ Agency	Montrose Center
Address	401 Branard Street 2 nd Floor, Houston TX 77006
Contact Person	Laura Kanter, MSW
Telephone Number	713-529-0037 x353
Email Address	info@hatchyouth.org
Opening Date	Immediately

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