



Evergreen Youth & Family Services is a leading non-profit organization dedicated to empowering youth and families in Bemidji, MN, and the surrounding communities. We provide a range of comprehensive services aimed at supporting young people and their families to overcome challenges and thrive. We are seeking a dynamic and passionate self-starter to join our team as Youth Health Coordinator.

JOB TITLE: Youth Health Coordinator
SUPERVISOR: Program Director, Evergreen Shelter Program
TYPE: Full-time/Non-Exempt (40 hours/week)

SUMMARY: The Youth Health Coordinator is responsible for implementing and evaluating evidence-based health programming for youth, with a primary focus on those in high-risk environments such as juvenile detention centers, group homes, shelters, and other youth-serving organizations. This role works closely with the Minnesota Department of Health (MDH) PREP (Personal Responsibility Education Program) grant to deliver curricula that focus on critical topics including sexual health, life skills, emotional wellness, and healthy decision-making. The coordinator's goal is to empower youth to make informed, responsible choices and improve their emotional well-being and life outcomes.

DUTIES:

1. Develop, implement, and facilitate evidence-based health education programs focused on life skills, sexual health, emotional wellness, and healthy decision-making for youth in juvenile detention centers, group homes, shelters, and other youth-serving organizations.
2. Ensure all programming aligns with the Minnesota Department of Health (MDH) PREP grant goals, including promoting healthy relationships, personal responsibility, and informed decision-making.
3. Customize curriculum to meet the unique needs of youth in various settings, considering cultural, emotional, and developmental factors.
4. Build and maintain strong working relationships with juvenile detention center staff, group home providers, shelter staff, and community organizations to ensure seamless program delivery and support for youth.
5. Partner with MDH and other stakeholders to ensure program fidelity and alignment with grant requirements.
6. Coordinate with other service providers to create a holistic support system for youth participants.
7. Lead engaging group discussions, workshops, and activities on key topics such as life skills, sexual health, emotional wellness, and decision-making.
8. Provide individual and group mentorship, offering guidance, emotional support, and encouragement to help youth build resilience and make positive life choices.
9. Monitor and evaluate the effectiveness of health education programs through surveys, assessments, and feedback from both participants and staff.

10. Track progress and outcomes of youth participants in line with MDH PREP goals, and ensure accurate data collection and reporting.
11. Equip staff with tools and strategies for addressing youth health issues, building emotional wellness, and reinforcing program objectives outside of structured sessions.
12. Complete the reporting of program outcomes and data to MDH, ensuring compliance with the PREP grant's reporting and data submission requirements.
13. Participate in relevant training, workshops, and professional development opportunities to stay informed about best practices in youth health, emotional wellness, and evidence-based programming.

QUALIFICATIONS:

1. Prefer an individual with a 4-year college degree in a human service related field, and/or a minimum of two years of direct service with youth and their families.
2. Must be 21 years of age (pursuant to state program licensing requirements).
3. Must be highly effective working relationally with youth, teaching, counseling, running coed group and leading activities.
4. Must have strong knowledge of youth health issues, including sexual health, mental and emotional wellness, life skills development, and healthy decision-making.
5. Must have the ability to facilitate engaging group sessions and workshops, with the ability to adapt materials and approaches to meet the needs of diverse youth populations.
6. Must have a working knowledge of boundaries and structured interaction with adolescents.
7. Must have a high degree of competency working with diverse and underprivileged individuals, including those affected by historical trauma and multi-generational poverty.
8. Must be a positive role model to youth, families and the community.
9. Must be able to work as a team member.
10. Must be able to work a flexible schedule including days, evenings, nights.
11. If in recovery from substance use disorder, must demonstrate at least two years of continuous sobriety and maintain sobriety throughout employment.
12. Must have a valid drivers license and valid vehicle insurance for use of own vehicle for work-related transportation, or have a valid drivers license and be able to make appropriate alternative transportation arrangements for work-related appointments and meetings.
13. Must maintain client, agency, and coworker confidentiality and abide by the Data Privacy Act and the Health Information Portability and Accountability Act for all past, present and future clients.
14. Must successfully pass and not be disqualified by a Minnesota DHS Applicant Background Study, a Minn. Bureau of Criminal Apprehension Criminal Background Check via the BCA website, and pass an FBI background check if applicant has lived in multiple states as an adult.
15. Applicants must indicate support for Evergreen's mission and all agency programs.
16. Must be eligible for insurance on the agency's auto insurance policy.
17. Must successfully pass a pre-employment drug test.

Physical Demands Related to Duties:

While performing duties, the employee is required to talk and hear. The employee is often required to sit and use his or her hands and fingers, to handle or feel. The employee is also required to stand, walk, reach with arms and hands, climb or balance, and to stoop, kneel, crouch or crawl. Vision abilities required by this job include close vision. This employee must be able to lift 35 pounds.

COMPENSATION: \$18.20 - \$26.61 per hour DOQ, Evergreen also offers a competitive cash benefits package, generous vacation/holiday/sick time/401 (k) match, and flexible scheduling.

TO APPLY: Please visit www.evergreenyfs.org to apply on-line or download our employment application. To be considered for the position applicants must submit cover letter, resume, and application to: Evergreen YFS, ATTN: Human Resources Director, PO Box 662, Bemidji, MN 56619 or email hr@evergreenyfs.org.

DEADLINE: This position will be open until filled.

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