

# NATIONAL JUVENILE JUSTICE NETWORK

## Young Leader Coordinator

**Part-Time, Hourly Position**

**Date Posted: TBD**

**Deadline: Open until filled; applications reviewed upon receipt**

The National Juvenile Justice Network (NJJN) leads and supports a movement of state-based advocacy organizations and individuals who all seek the fair treatment of youth in trouble with the law. NJJN creates change through policy reform, public education and base-building; we approach our work with an anti-racist lens, with the understanding that structural racism undergirds what ails our justice systems.

The Young Leader Coordinator will be an essential player in our efforts to establishing spaces within NJJN specifically for our young leaders to develop and grow as advocates. In addition, the Coordinator will educate NJJN staff on effective ways to support young leaders and help NJJN build out these established areas of young leadership through social media, website, newsletter, publications, staff meetings/check-ins, etc. The Coordinator will be a part of an exceptional team dedicated to improving outcomes for young people involved with the juvenile justice system and to fighting against racism.

The Coordinator will report directly to NJJN's executive director but will also work closely with the entire NJJN team. The ideal candidate is committed to combating issues of racism, be a flexible and collaborative team player, and be extremely comfortable working with young people/youth advocates.

### **Key Responsibilities:**

- Work alongside young leaders while also establishing and maintaining a strong relationship with young people who are already connected to NJJN
- Help build out and strengthen four areas of young leadership at NJJN (Membership Advisory Council (MAC), Forum, Youth Justice Leadership Institute (YJLI) Mentorship, and new Young Leaders social media platform)
- Create and develop social media platform for young leaders
- Conduct regular outreach through video conferences, phone calls, and social media engage new young people
- Help to further educate NJJN on the best ways to support young advocates

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- Additional duties that may be required:
  - \* Co-facilitate meetings with young advocates
  - \* Assist with other activities related to four areas of youth-led environments including: advocating with young advocates on juvenile justice issues that affect them, supporting young leaders with strategizing and planning, managing content for young leader's social media platforms and facilitating youth-led spaces and other duties as needed.

## **Required Skills and Qualifications:**

- Professional experience organizing with young people who are advocates
- Comfortable working in youth-led environments
- Knowledge of the juvenile justice system
- Trained in youth development and other leadership skills
- Commitment to social justice and to the values, goals and mission of NJJN

## **Optional Skills and Qualifications (candidates demonstrating any of the following will be given preference):**

- Interest in areas of juvenile justice issues
- Experience managing social media platforms including: Instagram, Facebook, Twitter, etc.
- Strong oral and writing communication skills
- Position is located Washington, DC but exceptional remote candidates will be considered
- Proficiency in Microsoft Office Tools (Word, PowerPoint, Excel, etc.)

## **Compensation and Hours:**

This is a part-time, hourly position. Salary will be based upon experience but will range from \$15-20/hour.

## **To Apply:**

Please submit your resume and a cover letter to [info@njjn.org](mailto:info@njjn.org) with "Young Leader Coordinator" in the subject line of your message. We sincerely regret that we will not be able to respond to all applicants. Only those considered for the position will be contacted to interview.

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*The National Juvenile Justice Network provides equal employment opportunities to all employees and applicants for employment, and encourages applications from people of color, persons with disabilities, and lesbian, gay, bisexual, and transgender individuals.*

*This job description is intended to convey information essential to understand the scope of the position. It is not intended to be an exhaustive list of skills, efforts, duties, or responsibilities associated with the position.*