



Young Women Empowered

5623 Rainier Ave S, Seattle, WA 98118 | 206-519-2426 | www.y-we.org

Now Hiring: Program Wellness and Mental Health Contractor (part-time, temporary)

Reports to: Y-WE Program Director

Contract Dates: 2/1/2025 - 6/14/2025

Compensation and Hours: \$50-60/hour depending on experience, average of 20 hours per week

Location: Seattle, WA, primarily in-person at the Y-WE Office (see Compensation and Hours section for schedule)

Application Deadline: Immediate hire. Application deadline is Sunday, January 26th, 2025

ABOUT YOUNG WOMEN EMPOWERED (Y-WE): Y-WE cultivates the power of diverse young women* to be courageous leaders and creative changemakers. We serve youth and young adults ages 13-26 from all backgrounds in the greater Seattle area, centering BIPOC and gender expansive youth most impacted by systemic inequity. The container for our transformative programs is our intergenerational community of belonging, and we envision a society where all young women live their truth, achieve their dreams, and change our world. Y-WE is Women-of-Color led with a majority BIPOC staff, board, and mentor community. We've grown from a youth-led pilot program in 2010 to a nonprofit now serving 1,000+ participants annually through ongoing programs, public events, and other community activities. Y-WE also provides mentorship, wellness support services, opportunities for direct family aid, and more. Please visit our website for more information about our work and impact.

**those who identify as girls, women, trans, nonbinary, and gender expansive*

POSITION SUMMARY: The Program Wellness and Mental Health Contractor role is responsible for attending daily programs to build strong relationships with youth, foster a supportive and inclusive environment, and provide essential mental health support. You will also serve as a key connector, referring youth who require additional mental health services to our Community Wellness contractor. This role is pivotal in ensuring the well-being and empowerment of the young women, trans, non-binary, and gender-expansive youth we serve.

KEY QUALITIES:

- Skill, experience and comfort providing one-on-one crisis intervention and mental health counseling
- Passion for advancing equity and social justice
- Embodied awareness of the profound impacts of systemic oppression and violence on the communities Y-WE serves
- Attention to detail and ability to keep confidential records

RESPONSIBILITIES:

Direct Service and Referrals

- Attend daily in person Y-WE programs to build community, rapport and support youth in the programs. Work with facilitators and coordinators to integrate wellness into all Y-WE programs.
- Refer Y-WE participants and their families to resources for accessing social services, benefits, and financial assistance as needed.

- Be responsive to mental health emergencies/emergent situations happening with Y-WE youth or alum during and outside of programs.

Community Mental Health and Wellness Education

- Design and implement one-time and ongoing group workshops addressing a variety of societal mental health issues and resources as needed (for example- a workshop on managing anxiety, self-care, a mental health first aid workshop).
- Support coordination and facilitation of Health and Wellness Day.

Participant Tracking and Case Management

- Document support administered to youth and families.
- Update and maintain a database infrastructure that is confidential, but also accessible to staff, to view and track the history of interactions with youth before engaging.

Disclaimer: This job description is not to be considered an exhaustive list of all responsibilities, duties, and skills required for this position.

QUALIFICATIONS:

Required Certificates and Licenses, Education, and Professional Background

- Significant training and experience in and/or a degree focused on social work, mental health counseling, or psychology (Master in Social Work degree and/or professional license to practice counseling/therapy is preferred but not required)
- In-depth understanding of Washington state's child welfare laws and mandatory reporting requirements
- A holistic background in providing mental health services through an anti-oppressive lens
- Comprehensive understanding of Y-WE Programs or other youth programs

General Qualifications

- Commitment to and understanding of the mission and vision of Y-WE
- Knowledge of culturally relevant and developmentally appropriate practices, pedagogies, and facilitation tools when working with youth, particularly BIPOC girls
- Proficient in Google Workspace and comfortable learning and using CRM systems, Project Management systems, Case Management systems, and other technologies as needed
- Able to provide your own reliable transportation to and from from the Y-WE Office and other program locations as needed
- Ability to pass a criminal background check
- First Aid/CPR/AED certification, or willingness to obtain within one month of hiring
- Current valid Driver's License and a driving record with no more than one minor violation and speeding violation of more than 20 mph over the limit; ability to operate vehicles including large passenger vans
- Preferred but not required: proficient in a language other than English, relevant to the communities we serve, particularly Spanish, Amharic, Somali, or Vietnamese.

COMPENSATION AND HOURS

- \$50-60/hour depending on experience, for an average of 20 hours per week
- Weekly in-person schedule at the Y-WE Office: Tues 4:30-7:30pm, Wed 2-7:30pm, Thur 4:30-7:30, Fri 4:30-7:30pm, Sat 9am-1pm
- Where possible, flexible remote scheduling for additional work

WORKING AND ENVIRONMENTAL CONDITIONS: This position operates primarily in an office environment, with visits to external environments and locations that require traveling to and from various locations within the greater Seattle area. This position requires the ability to: remain in a stationary position for prolonged periods of time; move/traverse within a multi-level office space, to/from community partner and program locations, and various meeting spaces; move/transport equipment and supplies that may exceed 30 lbs; effectively operate a computer and other office hardware, and use various internet-based applications and software; operate vehicles, including large passenger vans; and communicate frequently, effectively, and accurately with internal and external partners. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions of the position.

QUESTIONS AND HOW TO APPLY: Please email your cover letter, resume, and 3 references to adminassistant@y-we.org. This is an immediate hire. Application deadline is Sunday, January 26th 2025. We look forward to receiving your application!

Young Women Empowered is an equal opportunity employer. We do not discriminate on the basis of race, religion, gender identity, sexual orientation, national origin, age, disability, or any other legally protected status.