



Guiding foster youth to independence and a thriving adulthood
C2IYOUTH.ORG

Independent Living Skills Counselor Job Description

Reports to: Independent Living Skills Program Manager

FLSA Status: Full-Time Exempt

Starting salary range: \$50,000

To Apply: Send resume and cover letter to
jobs@c2iyouth.org

Location: Connections to Independence
310 E 38th St - Suite 300
Minneapolis, MN 55409

Summary & Purpose

Mission: C2i exists to provide unique programming and advocacy for foster care youth, ages 14-25, to promote a successful and healthy transition to living independently as they reach adulthood.

Values: It is Connections to Independence belief and culture that

- All positive interactions begin with the healthy development and nurturing of genuine relationships.
- Every youth is respected and feels safe to express their unique selves in a stable, trusting, supportive, and nonjudgmental environment.
- Youth voice is supported and reflected in everything we do.
- All youth are connected to community resources and circles of support that fit their unique needs and goals.
- C2i staff, board and community partners demonstrate genuine passion, compassion, understanding and commitment to the holistic development of youth in foster care.

Core Competencies: C2i has a unique holistic approach to moving youth on to living independently when they reach adulthood that focuses on a healthy mind, body and soul. All youth will develop and achieve goals/outcomes in the following areas: Housing, Employment, Education, Financial Literacy, and Personal Wellness.

Vision: To end the cycle of foster care by creating a world that empowers youth to thrive for future generations.

Purpose: To facilitate, coordinate, and monitor the academic, vocational, personal, social, and recreational development of participants enrolled in C2i - collaborate with C2i staff, county workers, and other community supports to aid youth in reaching their self-directed goals

Essential Functions & Responsibilities

Case Management & Client Support - 60%

- Provide individual support and service to youth through 1-on-1 meetings and case management
- Ensure youth have supportive long-term relationships developed with members of their communities
- Provide resources for foster families in the areas of basic needs, housing, mental health and other social areas to enable them to provide a nurturing and supportive home environment for the participants of the program
- Collaborate with C2i Academic Coordinator, Housing Coordinator, and Circle of Support Coordinator to help youth achieve goals laid out in their Independent Living Plan
- Attend quarterly meetings for youth with county staff and foster providers on a consistent basis to review goals and resources
- Advocate with human service, health, school, and criminal justice system to resolve issues on behalf of participants and families

Programming Planning & Facilitation - 30%

- Help plan and co-facilitate independent living skills training twice a week during the school year and all other workshops or group activities
- Help plan and co-facilitate the Summer Personal Wellness Program four times per week
- Ensure that program activities follow curriculum goals and objectives - conduct program planning with youth and staff to achieve objectives
- Be available for occasional weekends, evening events, and additional activities as needed
- Provide transportation for youth to and from programming and activities

Data Collection & Reporting - 10%

- Maintain youth files with case notes and all required enrollment and program forms
- Write progress reports and all other documentation as requested
- Assist with the collection of data as needed for funding reports (and sources)

Qualifications

- Bachelor's degree or equivalent combination of school/work experience
- Minimum two years working with county connected youth and/or adolescents
- Knowledge and experience working with Google Suite, Excel, PowerPoint, Word and the Internet
- A valid MN driver's license with no moving violations (example: speeding tickets) within the last three years

Preferences

- Lived experience in foster care
- Experience working with youth of various academic levels
- General knowledge of community resources in the areas of education, housing, and employment
- Program development, implementation, and evaluation skills a plus

A signing bonus may be offered based on qualifications and experience.

Physical Requirements & Working Conditions

- Ability to sit and stand periodically for extended periods of time and engage in light physical activities
- Ability to work both in a normal office setting and occasionally in the outdoors

Additional Benefits & PTO

Opportunity to work from home or off-site some days

1 sick day accrued per month

15 days vacation during first year

25 days vacation years 2-4

Platinum Healthcare Plan offered - 50% of premium covered by org

TO APPLY:

SEND RESUME AND COVER LETTER TO OPERATIONS@C2IYOUTH.ORG

Connections to Independence is an Equal Opportunity Employer

The above is intended to describe the general content of and requirements for the performance of this job. It is not to be construed as an exhaustive statement of duties, responsibilities or requirements.

