



**Wisconsin Youth Company
Theresa Terrace Neighborhood Center
Elver Park Neighborhood Center
Job Announcement**

If you have a passion for families and community, enjoy working with youth and strengthening families we're looking for you! Wisconsin Youth Company (WYC) has an opening for a FAST coordinator to join its neighborhood center team. Become a part of a valuable team serving middle and high school youth, and families by connecting them with resources and cultivating relationships.

Position Summary: FAST is a parent engagement and family strengthening program being brought to the families of southwest Madison. The FAST coordinator is responsible for program development, implementation, as well as tracking and reporting FAST program sessions. This position includes becoming a certified FAST trainer, building and training a FAST team, and facilitating three rounds of the 14-week program over three semesters starting March 2019 and ending June 2020. This is an LTE position dependent upon grant funding. Required skills include: ability to build strong rapport with a diverse population, excellent organization, team training, group supervision, program development, problem-solving and conflict resolution. The FAST coordinator organizes, supports and assists FAST team members to recruit 10-15 families to participate in each FAST cycle while maintaining relationships with family participants by conducting one-on-one meetings and doing regular follow up. In addition, this position includes some administrative tasks such as facilitate and turn in family evaluations, submit quarterly reports, participate in annual program audit and work with WYC staff to coordinate program implementation. The FAST coordinator must communicate effectively and provide active outreach to community partners, families, Wisconsin Youth Company, Commonwealth Development and City of Madison staff.

Qualifications:

- Must be at least 18 years of age
- Must possess a valid driver's license
- Bachelor's degree preferred, with an emphasis in social work or relevant field.
- Direct experience working with diverse populations of youth and families from a variety of socio-economic background
- Experience in counseling, team training, recruitment or other leadership roles
- Ability to communicate in Spanish preferred

FAST Coordinator: 18-month LTE, work alternates 20-35 hours a week, fewer hours in the summer, non-exempt
Starting wage is \$18 per hour dependent upon education and relevant work experience
Monday-Friday with occasional evening and weekend hours
Reports to: Theresa Terrace Neighborhood Center Director

How to Apply: email your letter of interest and resume to hiringcommittee@wisconsinyouthcompany.org.
Application deadline is Friday, February 15.

Equal Employment Opportunity and Affirmative Action Employer