

Youth Empowerment Performance Project

Services Support Specialist Intern Job Description



Job Title: Services Support Specialist Intern

Department: Youth Services

Salary: This is not a paid position

Ideal Internship Time Length: Minimum 3 months

Location Base: 835 W. Addison St.

Reporting To: Director of Services

Mission

Youth Empowerment Performance Project (YEPP) strives to create a brave environment for Lesbian, Gay, Bisexual, Transgender, Queer and Intersex (LGBTQI+) youth experiencing homelessness to explore their history, investigate new ways to address their struggles and to celebrate their strengths through personal, leadership and community development programming that incorporate different art-expression forms.

YEPP uses harm reduction, social justice, transformative and restorative justice, trauma-informed, and education for liberation (theatre of the oppressed and popular education) frameworks to contain and guide the work. As part of the work, we provide resource advocacy around housing, employment, educational, legal and health services, transportation, food, among many others.

General Description

The Services Support Specialist will be responsible for providing in-person support to programmatic and services efforts; support young people navigating our supportive services such as: Chicago Youth Mutual Aid (CYMA), food efforts, laundry and shower services, among others. The Services Support Specialist will also facilitate workshops and/or conversations with young people during the Community Drop-In Arts Program.

Primary Tasks and Responsibilities

- Provide support and/or informal emotional care to young people during the Community Drop-In Arts Program or other programming.

- Support young people when needing supportive services within the YEPP space such as: laundry and shower services, food, and resource advocacy referrals.
- Support the Chicago Youth Mutual Aid (CYMA) Distribution Center supervision tasks such as: support young people when they are doing their shopping, keep the center organized, inventory-based tasks, among others.
- Facilitate workshops and/or group conversations with participants during the Community Drop-In Arts Program.
- Space anchoring during Community Arts Program workshop facilitation: pre-prep work to set up the space, holding space during the workshop, supporting the facilitators as needed, closing support.
- Provide conflict prevention and/or resolution support when conflict among participants arise.
- Support food efforts such as connecting with community members and businesses to provide food during programming, organizing the food calendar, submit food requests to keep the Community Kitchen supplied, among others.
- Attend weekly staff and supervision meetings.
- Attend in-house and off-site professional development opportunities.

Required Skills/Qualifications

- Experience working with LGBTQI+ youth
- Experience working with people experiencing homelessness or housing instability services/advocacy
- Experience with and commitment to trauma-informed and harm reduction models
- Commitment to transformative justice
- Commitment to working in a diverse environment in regards to race, ethnicity, culture, sexual orientation and gender
- Able to work both on and off-site and clearly communicate with supervisors about work progress.

Preferred Skills/Qualifications

- Bilingual (English/Spanish)
- Excellent verbal, writing, communication, and negotiation skills
- Ability to take initiative, be dependable, resourceful, pays attention to details while thriving in a fast-paced environment
- Ability to work on multiple projects effectively and efficiently independently and collaboratively
- Knowledge of criminal justice, public policy, and social justice issues around LGBTQI+ youth homelessness

Additional Requirements:

All staff are expected to consistently act within the values and frameworks central to YEPP, and in keeping with the mission of YEPP. Staff must have an overall commitment to serving the participants of YEPP, and to contributing to a positive, respectful and accepting environment at YEPP.