

Youth Empowerment Performance Project

Youth Advisory Board Member Job Description

Job Title: Youth Advisory Board Member

Stipend: \$25 per hour

Classification: Part-Time 5-10 hours per week

Location Base: Hybrid (in-person and virtual)

Reporting To: Youth Advisory Board Supervisor

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 celebrate their strengths through self development, leadership development and community development programming that incorporate art-expression forms.

YEPP uses harm reduction, social justice, transformative and restorative justice, trauma-informed, and education for liberation (theater 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 Youth Advisory Board (YAB) comprises elected LGBTQI+ individuals who have been directly impacted by homelessness and its intersections. The YAB offers valuable insights and critical perspectives to inform the decision-making processes of YEPP's leadership and Board of Directors. While not legally responsible for YEPP as an organization, the YAB plays a crucial advisory role.

Primary Tasks and Responsibilities:

1. Staff and Board Member Development:

- Participate in the creation and approval of job descriptions for staff and board members.
- Screen applications, conduct interviews, and take part in hiring decisions.
- Contribute to brainstorming sessions when developing new roles and reviewing current descriptions.

2. Program and Policy Development:

- Engage in the creation and revision of programs, services, and organizational policies.
- Participate in brainstorming sessions for new programs, and assist in gathering feedback through focus groups to revise existing programs.
- Attend meetings to provide feedback on organizational policies and procedures.

3. Organizational Restructuring and Strategic Planning:

- Attend planning meetings to facilitate restructuring and strategy development.
- Lead or participate in focus groups, contributing to organizational decision-making processes.

4. Community Healing Accountability and Transformation (CHAT):

- Attend meetings to support restorative justice and accountability processes as needed.
- Facilitate or mediate restorative justice circles when required.
- Review and update the CHAT structure as necessary.

5. Grant Writing and Site Visits:

- Participate in brainstorming sessions for grant applications and assist in the development and review of grants.
- Attend site visits to share your experience working with YEPP and represent the youth voice.

6. Board of Directors Participation:

- Attend Board of Directors meetings as necessary and assist in completing tasks as requested by the board.

7. General Involvement:

- Attend weekly board meetings, staff meetings, special events, and professional development opportunities.

Required Skills and Qualifications:

- Age requirement: 18-30 years old
- Knowledge about transformative and restorative justice practices
- Experience with or knowledge of housing instability and/or homelessness
- Strong time management and reliability
- Social and emotional skills (able to self regulate), high capacity to work in a team setting
- Ability to negotiate, compromise, and provide/receive constructive feedback
- Community and relationship-building abilities

Preferred Skills and Qualifications:

- Grant writing skills
- Basic proficiency in Google Drive, email management, Microsoft Word, etc.
- Facilitation experience
- Knowledge of curriculum development

Additional Requirements:

All staff members must align with YEPP's mission and core values, demonstrating a commitment to the organization's participants and fostering a positive, respectful, and inclusive environment at all times.

NEXT STEPS:

The deadline for the ***YAB Application Form*** submission is May 31st, 2025. Once you complete this form, your application will be reviewed. If selected, a team member will reach out to schedule an interview.

If you have any questions, feel free to contact us at Diana@WeSayYEPP.com.