



## Position Description: Teen Success Coach

### Mission and Organizational Background

The Refugee Response empowers refugees to become self-sufficient and contributing members of their new communities. The organization was established in 2010 to assist in bridging the gap between existing resettlement agency services and the longer support needs of the refugee population. Our organization's goals and objectives revolve around being responsive to the needs of northeast Ohio's refugee community in order to forge a deep and sustaining impact on resettled refugees as they make new roots and re-write the story of their families' futures to one of freedom from persecution and finding security and self-sufficiency. The organization's programs such as the Ohio City Farm, the Adult Tutoring Program, Corner65, the Youth Mentoring Program, and Teen Response are critical to both the short- and long-term economic success and the social and emotional assimilation of these NEO community members.

**Reports to:** Teen Response Program Manager

**Time Commitment:** Part time, 20 hours per week; 1 year contract with potential for renewal

**Salary:** \$18,000-20,000 annually

### Overview

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The Teen Success Coach will support the implementation and growth of the Teen Response Program as it enters its fifth year. Teen Response is an afterschool program based at John Marshall High School, and is a collaboration between the Refugee Response and CMSD's Multilingual Multicultural Education Office. The program provides crucial afterschool training, counseling, career exposure and experiences to about 35 resettled refugee students as well as their parents/guardians, allowing the youth to be more successful in both school and life during and after high school. In 2022 Teen Response is poised to expand to reach more students at John Marshall High School through lighter touch services, as well as to two additional sites. The Teen Success Coach will provide onsite support at John Marshall High School to program delivery alongside the Teen Navigator and Teen Response Coordinator.

## **Responsibilities:**

### Core Programming

- Support the Teen Response Program Manager in delivering Tuesday group-based afterschool programming at John Marshall High School.
- Support content development around programmatic themes, including: career and college exploration, professionalism, identity, academic motivation, leadership, goal setting and future planning
- Manage and assist Teen Response students applying for scholarships, internships and jobs.
- Explore job opportunities for interested students and seek out new employer partnerships that match student career interests.
- Participate in coordination and chaperoning field trips to various academic, team building, and recreational events/sites.

### Individual Case Management and Support

- Work in partnership with the Teen Navigator to support students by identifying barriers to learning and responding with appropriate interventions.
- Build relationships with client families through phone call check-ins and periodic home visits as requested by the Teen Navigator and Teen Response Coordinator.
- Document attendance, home visits, case notes, and other relevant client information for reporting purposes.

### Academic Tutoring

- Manage and participate in after school tutoring from 3-5pm on Mondays, Wednesdays, Thursdays and Fridays throughout the academic year.
- Collaborate with teachers, principals, and guidance counselors to understand challenges students face in class and develop appropriate interventions to achieve academic success.

## **Perks:**

- Join a diverse, creative, passionate, and talented team.
- Balance of office, classroom, and community engagement work.
- Develop meaningful relationships and positively impact a key population in need.

## **Availability**

- Start Date: September 2022
- Some weekend and evening work as needed (approximately 20% or less)

## Skills and Qualifications

- Prior experience working with teenagers in an educational setting.
- Knowledge of social emotional learning strategies and trauma informed approaches.
- Direct experience engaging with persons of diverse educational, socioeconomic, linguistic, and ethnic backgrounds
- Demonstrated ability and success in relating to high school teenagers, their interests, and motivations.
- Excellent communication skills, both oral and written.
- Ability to complete and pass a background check.
- Associate's Degree or higher preferred.
- Proficiency in Arabic or Swahili a plus.

**Interested candidates should submit the following information to Kim Wheeler, Teen Response Manager: [Kim@refugeerresponse](mailto:Kim@refugeerresponse) with subject title “Teen Success Coach Application Materials”:**

- Cover Letter
- Resume
- Three references

*The Refugee Response is an Equal Opportunity Employer. The organization does not discriminate on the basis of race, color, religion, sex, national origin, age, disability, veteran status, sexual orientation or any other characteristic protected by law.*