



Youth & Young Adult Coach

About Outreach, Inc.

Outreach is a faith-based nonprofit organization in Indianapolis, IN, that serves youth experiencing homelessness with the compassion of Jesus Christ. Our mission is to equip and empower youth (14 to 24 years of age) facing homelessness to achieve stability and life transformation.

What We Believe

We operate fundamentally through God's grace. Our staff, volunteers and board members trust God for direction and provision. Although Outreach, Inc. is faith-based, we are not based upon any one denomination's doctrine or theology. We welcome board members and staff of any Christian denomination and are comfortable with leaving space for differences of doctrine and theology.

Position Summary

Outreach has an opportunity for a passionate coach to join our youth & young adult (YYA) coaching team. The Coaching Program is focused on engaging 17 – 24-year-olds that we meet through our three program centers. This position is a key member of a talented team working with dozens of youths and young adults experiencing homelessness. The Coaching Program looks for youth and young adults who are ready to take the next step of growth in their life by engaging them with a dedicated coach. This relationship is grounded in the coaching principles of active listening and goal setting. The primary responsibility of this position is to coach young people experiencing housing instability with unconditional love, empowering them to achieve outcomes related to personal growth, goal achievement, and a plan for next steps in their life.

Position Duties & Responsibilities

The following statements are intended to describe the general nature and level of work being performed. They are not intended to be an exhaustive list of all responsibilities, duties and skills required of personnel.

Advocacy

- Support YYA's self-determination and monitor progress of goals.
- Transport and accompany youth to appointments as appropriate with an emphasis on developing the youth's skills to navigate resources on their own.
- Advocate for YYA in community agencies, schools, employers, and court systems.
- In collaboration with team members, plan, communicate, and provide wraparound services to assist YYA with securing a network of support outside of Outreach.
- Collaboratively plan and attend all activities and events designed for YYA in coaching.

Relationship

- Conduct intakes of referred YYA who come into a program center for the first time.
- Pursue authentic relationships in all interactions with YYA to foster a sense of belonging, personal growth, and safety in an individual context.

Coaching

- Collaboratively coach YYA through seven core competencies including: Self-advocacy, responsibility, self-control, goal setting, conflict resolution, communication, and critical thinking.
- Check-in weekly with YYA to provide support and ongoing coaching toward goals.
- Co-facilitate bi-weekly group experiences and any other regular group programming.

Administration

- Maintain accurate documentation of client and group interactions in database and provide regular reporting to supervisor.
- Monitor costs and adhere to program budget.
- Represent Outreach at relevant local meetings or conferences.

Outreach Staff Responsibilities

- Attend staff, team, and department meetings, including team trainings.
- Participate in team and individual evaluations.
- Attend weekly 1-1 supervision meetings.
- Participate in annual youth celebrations and fundraising events.
- Attend local conferences and workshops that relate to homelessness.

Qualifications

To perform this job successfully, an individual must be able to perform each essential job function satisfactorily. The requirements listed are representative of the basic knowledge, skills, and/or abilities required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. This person must be able to pass federal and state criminal background checks.

As the face of Outreach, it is imperative that this coach lives out the following organizational values: Unconditional Love, Authentic Relationships, Growth Mindset, Empowerment, and Health & Wellness.

Work Environment

This role primarily works onsite at Outreach Program Centers.

While performing the duties of this job, the employee has the potential to encounter unpredictable clients. Individuals must possess a working knowledge of de-escalation techniques and conflict resolution skills. Having a basic understanding of Trauma Informed Care is essential.

Position Type/Expected Hours of Work

This is a full-time salaried position and requires the ability to be flexible in your day-to-day work schedule including evenings and occasional weekends.

Preferred Education and Experience

- College Degree preferred but not required.
- At least 3-5 years of relevant employment experience working for a community organization or a combination of 5-8 years of volunteer, work and educational experience.
- Experience working with under-resourced youth or young adults is required.

Supervisory Responsibility

This position has no supervisory responsibilities.

Position Leader

Coaching Manager

Classification

Exempt, Salaried

Salary & Benefits

\$40,000 - \$42,000 annually. Competitive health/vision/dental package and paid life insurance, 3-weeks paid vacation, 12 paid holidays, paid sick days, and paid quarterly Spiritual Formation Days.

This position description does not constitute a contract of employment and Outreach may exercise our employment-at-will rights at any time.