



Youth Advisory Council (YAC) Facilitator **Contract Description**

Reports to: Executive Director

Summary of the Position:

The Youth Advisory Council Facilitator (YAC Facilitator) is being hired as a contract position under the Women's Foundation of Alabama Girls at the Center grant. The YAC Facilitator will facilitate the Girls at the Center youth leadership curriculum with the members of the Girls at the Center Youth Advisory Council (GACYAC) in Montgomery, AL. The YAC facilitator will also be responsible for assisting the Executive Director in GACYAC interviews, and reporting and documentation on their programming. The YAC Facilitator will provide professional support to the Executive Director as needed and help ensure a positive and supportive workplace. This is a contract position that will run through July 2024. Applicants must live in Montgomery, AL.

Requirements of the Position:

Bachelor's degree; 1-2 years' experience in program implementation, ideally related to positive youth development. Experience with Microsoft Office package and Adobe necessary. Excellent time management, organizational, and communication skills required. The YAC Facilitator must be detail-oriented, have the ability to work independently and as a team member, and be a self-starter. In-state travel will be required.

Responsibilities:

- Assist Executive Director with interviewing youth from Montgomery to be members of the Girls at the Center Youth Advisory Council (GACYAC)
- Facilitates Girls at the Center leadership curriculum with youth advisory council members
- Attends all required meetings for GACYAC program
- Provides Executive Director with requested documentation, including GACYAC reporting and evaluations
- Represents the Alabama Campaign team at meetings with other Girls at the Center grantees

- Understands, endorses and promotes the vision, values, and mission of the Alabama Campaign
- Supports the overall work of the Alabama Campaign by conducting activities ethically and with integrity; demonstrating respect for colleagues, dedication to quality improvement, and commitment to service

Compensation:

The YAC Facilitator contract amount will be \$8,000 for work between December 2023-July 2024. Required work for this contact:

- Assist ED with GACYAC interviews December 4-14, 2023
- Conduct monthly GACYAC meetings (2-3 hours) one Saturday per month, January-June 2024
- Provide required documentation and evaluation to ED by July 31, 2024

Anticipated time spent on project is 50-60 hours total.

To Apply:

Applicants should send their cover letter and resume to info@alabamacampaign.org, subject "YAC Facilitator" by November 24, 2023 at 5:00pm CST.

The Alabama Campaign for Adolescent Sexual Health is an equal opportunity employer. We celebrate diversity and are committed to creating an inclusive environment for all employees. BIPOC and LGBTQ persons are encouraged to apply.