



TREEHOUSE

ENDING HOPELESSNESS AMONG TEENS

YOUTH OUTREACH ASSOCIATE

JOB TITLE: Youth Outreach Associate

DEPARTMENT: Outreach

REPORTS TO: Area Director

STATUS: Full-time (40 hours)

CLASSIFICATION: Exempt

WORK HOURS: Flexibility to work daytime and evening hours

ABOUT TREEHOUSE

TreeHouse is on a mission to end hopelessness among teens. Through safe, grace-based environments and one-to-one mentoring, teens build healthy relationships, better coping skills and a sense of purpose rooted in the living hope of Jesus, unleashing untold potential in themselves and their communities. TreeHouse staff are grounded in the core values of GRACE (Growth, Relationships, Authenticity, Community, Empowerment) that determine how we build relationships with donors, partners, volunteers, fellow staff, and teens. TreeHouse serves over 3,000 teens annually across 7 states and is growing to lead the nation in ending hopelessness among teens.

GENERAL TREEHOUSE STAFF REQUIREMENT

By God's grace, TreeHouse staff live out Christian faith and values in ways that are consistent with the teachings of Scripture and by participating in a fellowship of believers for spiritual enrichment, encouragement, support, and accountability.

JOB SUMMARY

The Youth Outreach Associate shares the love, hope, and truth of Jesus Christ with hurting teens through mentoring and outreach programs, leading to life transformation.

ESSENTIAL JOB FUNCTIONS

TEEN MENTORING

- Recruit and maintain a careload of 20-30 teens in assigned community
- Meet regularly with careload teens for mentoring and spiritual development
- Help teens manage personal and family crises, including networking with outside professionals and law enforcement as needed

YOUTH OUTREACH PROGRAMS

- As part of a staff team, plan, prepare, and set goals for area programs, trips, and activities
- Facilitate weekly support groups, providing hurting teens a safe environment to experience peer and adult support
- Co-lead weekly Going Deeper programs, including teaching spiritual and asset-based concepts, leading games, facilitating discussion groups, and having fun with teens in a large group setting
- Lead trips and activities, providing opportunities for teens to have fun, learn about themselves, put their life skills into action, and connect with God and others in a deeper way

- Drive a 12-passenger van to transport teens to and from all TreeHouse programs
- Maintain safety during area programs and activities, and on TreeHouse property; ensure that vehicles are functioning properly, and report any issues to Area Director and appropriate Main Office staff

COMMUNITY ENGAGEMENT

- Visit area schools regularly to recruit new participants, connect with and advocate for current participants, and build relationships with school administrators and staff
- Build and maintain relationships with social service providers in the area, seeking new participant referrals and connecting our teens and their families to needed resources

FUNDRAISING

- Assist staff team with community-based fundraising efforts to achieve area funding goal
- Cultivate and maintain a team of ministry partners who personally support his/her work at TreeHouse financially and in prayer, contributing towards the overall area fundraising goal

ADMINISTRATIVE TASKS

- Accurately prepare and submit area and individual youth outreach activity data, time sheets, and expense reports through provided reporting systems in a timely manner
- Perform other duties and responsibilities as assigned

QUALIFICATIONS

- Mature faith in Jesus Christ which is compatible with the TreeHouse statement of faith and philosophy of ministry
- Commitment to the Vision, Mission, and Core Values of TreeHouse
- Bachelor's degree, preferably in Social Work, Psychology, Education, Youth Ministry or related field (exceptions will be considered)
- Significant experience working with youth, in volunteer or employment capacity
- Willing to raise funds for TreeHouse through personal network (training provided)
- Valid driver's license, auto insurance, 5+ years' driving experience to meet TH insurance provider requirements
- Strong interpersonal skills; ability to work with individuals at all levels of the organization
- Self-motivated with ability to meet deadlines independently and as part of a team
- Ability to forge positive working relationships with a wide variety of people
- Desire to continue learning and improving skill sets
- Excellent written and verbal communication skills
- Sound judgement and confidentiality