

Young Women’s Advisory Council Program Manager

Girls for Gender Equity

The Details

Location: Hybrid - Brooklyn, NY

Start Date: September 2022

Salary Range: \$65,000 + benefits

Reports To: Deputy Director of Young Women’s Initiative & Young Women’s Advisory Council

The Opportunity

The full-time **Young Women’s Advisory Council (YWAC) Program Manager** leads GGE’s premier civic engagement program, the New York City Young Women’s Advisory Council. This is a unique position for an effective youth facilitator with a focus and commitment to anti-racist, feminist/womanist/queer, and youth development work.

In 2015, in response to *My Brother’s Keeper* at the federal level, GGE launched a participatory policymaking process, the New York City Young Women’s Initiative (YWI). Central to YWI was a cohort of 20 young people - cis and trans women and girls of color and GNC/NB youth of color - who helped craft policy and budget recommendations that centered their lived experiences. This cohort, the Young Women’s Advisory Council (YWAC), has evolved to serve as a civic engagement program that engages directly impacted young people to organize around policy and legislative change that centers their lived experiences.

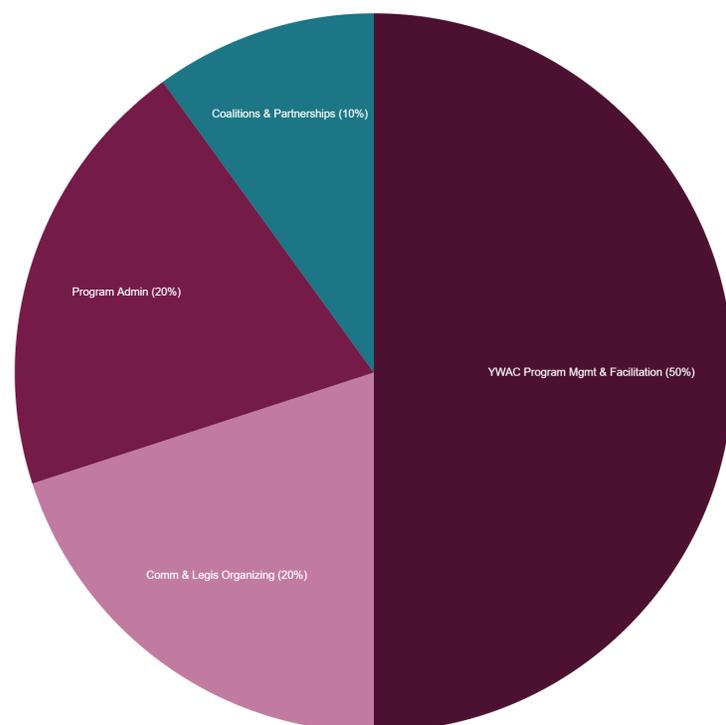
The YWAC Program Manager is responsible for recruiting, facilitating, and leading this cohort, as well as managing all administrative aspects of the program to advance GGE’s policy & legislative campaigns while providing a comprehensive learning experience that fosters youth development and leadership in young people over the course of one year.

This work has expanded to other cities and states across the country. To that end, this role reports to the Deputy Director of Programs, YWI & YWAC, and should seek to set a national standard for innovative practice to engage young people in policy and advocacy that other cities and states should seek to replicate.

Your Day-to-Day

50% - YWAC: Program Management & Facilitation

The Program Manager will recruit 15 young people who identify as cisgender or transgender girls of color and/or gender non-conforming/non-binary youth of color ages 16 - 24 to participate in a year-long program that meets 2x/week. They will edit, update, and implement a robust youth organizing and civic engagement curriculum for the upcoming YWAC program year. The Program Manager will lead YWAC meetings (2 days/week) to build relationships with members and support their learning and growth. They will collaborate with program managers to create cross-program events that foster relationships with other GGE youth participants and with the internal social work support team to support YWAC participants with referrals and resources on an as-needed basis. Finally, the Program Manager will provide individual task supervision of the MSW intern.



20% - Community and Legislative Organizing

With the Campaigns Team, the Program Manager will engage YWAC members in key opportunities that advance the organization's policy and advocacy goals; they will ideate and implement youth-centered strategies to effect change in New York City and New York State government stakeholders; and they will identify and lead efforts for YWAC members to participate in opportunities that align with GGE's policy platform while fostering inspiration in participants' own policy and organizing interests. This includes, and is not limited to, preparing young people to participate in press conferences, lobbying for progressive legislation, testifying at public hearings and advising relevant press releases. The Program Manager will strengthen GGE's presence at public forums, local events, press conferences and more.

20% - Program Administration

The Program Manager will fulfill all administrative tasks to run the program including space management, stipend distribution, wellness for program participants (comfort, snacks, other wellness needs) and budget management. They will work with other staff members running GGE programs to ensure alignment in program processes, evaluation and data collection. Finally, the Program Manager will report on program activities, strategies, successes and challenges for a variety of audiences including funders, elected officials and for internal purposes.

10% - Local and National Coalitions & Partnerships

The Program Manager will collaborate with local stakeholders and GGE's many coalition partners and community partners. They will help to tell the story of NYC Young Women's Initiative across private, public, and government sectors in New York through conference presentations, panel discussions and written reports

The Skills You'll Need

Success in the YWAC Program Manager role will require a deep commitment to anti-racist, feminist/womanist/queer, and youth development work. The ideal candidate will also bring the following skills, attributes and experiences:

- Strong facilitation skills, particularly with young people.
- Ability to thrive collaboratively and independently in a dynamic team environment.
- Ability to maintain confidentiality and discretion in handling and processing confidential information and data.
- Effective interpersonal and communication skills, especially with young people.
- Ability to work collaboratively with young people as experts of their own lives.
- Ability to work in a range of professional settings including in government, with partner organizations and philanthropic entities.

Qualities

- Committed to advancing GGE's mission and work;
- Highly organized, self-motivated, independent worker who can prioritize tasks and manage multiple projects at once;
- Creative problem-solver who anticipates challenges and seizes opportunities for collaboration;
- Able to implement vision, think strategically, exercise good judgment, and lead change;
- Initiative-taker with a strong work ethic and efficient, results-oriented approach; and
- High level of self-awareness and ability to give and receive feedback well.

Experience

- Direct experience and competence working within organizations supporting the advancement of cis and trans young women and gender non-conforming youth of color in a social justice context
- Familiarity with effective social change practice, transformative justice, restorative justice, and anti-police models
- Understanding or willingness to learn current New York political landscape including challenges and opportunities in the current moment.

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- Understanding of movement building and how multiple approaches to social change are essential in creating change our communities deserve.

Desired but Not Required

- Lived experience with school pushout, the criminal legal system, navigating gender, gender-identity, and/or racial equity issues.

The People

In this role you will report to the Deputy Director of Young Women's Initiative & Young Women's Advisory Council. You will also work closely with the Director of Programs and Director of Policy.

The Organization

Girls for Gender Equity (GGE) is an intergenerational advocacy organization that works through a Black feminist lens, to achieve gender and racial justice by centering the leadership of Black girls and gender-expansive young people of color to reshape culture and policy through advocacy, youth-centered programming, and shifting dominant narratives.

GGE challenges structural forces -- racism, sexism, transphobia, homophobia, economic inequality -- that work to constrict the freedom, full expression, and rights of trans and cis girls and young women of color, and GNCNB youth of color. We ultimately believe in and work toward world where cis and trans girls of color and gender non-conforming/non-binary youth of color are free.

The Next Steps

If you are interested in this role, please visit Girls for Gender Equity's [Join the Team](#) website and apply via JazzHR. Applications will be reviewed on a rolling basis, with a preferred start date of September 2022.

GGE is an Equal Opportunity Employer. GGE provides equal employment opportunities to all employees, job applicants, interns, and volunteers without regard to race, color, religion, creed, political association, ancestry, sex, sexual orientation, gender identity or expression, marital or partnership status, national origin, immigration or citizenship status, age, military or veteran status, pregnancy, caregiver status, handicap or disability, genetic information or characteristic, unemployment status, arrest or conviction record, credit history, status as a victim or survivor of domestic violence, sex offenses, or stalking, or status in any group protected by federal, state, or local law in accordance with applicable law.