

**Youth Advocates Team  
Lead - Dallas  
JOB DESCRIPTION**

<b>Position:</b>	Youth Advocate Team Lead, Dallas
<b>Reports to:</b>	Youth Advocacy Program Manager
<b>Position Type:</b>	Part-time, non-exempt
<b>Schedule:</b>	12 hours/Weekly and as needed
<b>Travel:</b>	Up to 10%
<b>Compensation:</b>	\$17.50 to \$19.50/Hourly, depending on experience
<b>Location/ Geographic Responsibility</b>	Dallas

**Who We Are**

Healthy Futures of Texas is a statewide, nonpartisan, nonprofit organization whose mission is to improve the well-being of young Texans through access to sexual health education, contraception and resources.

Be a part of the team working to ensure that **all** of our communities’ teens have access to sexual health information and reproductive health resources. Working together, close to the community, with a passionate, committed, and talented team, you will be able to see the immediate, tangible impact of your work.

We know that diversity makes us stronger and challenges us to think differently every day. We are an equal opportunity employer and seek individuals of all backgrounds, gender identities, and sexual orientations to apply to this position.

**Overview**

Youth Advocates is a positive youth development program that empowers Texas area teens to become leaders of change in their community through civic participation at local and state levels. We engage **high school aged youth in outreach, education, and advocacy** to increase access to teen-friendly care and quality sex education.

This part-time position (12 hours a week) is a near peer leadership role. You will work **directly with high school students** who are part of the Youth Advocates program of Healthy Futures of Texas. In addition to helping **coordinate program**

**logistics**, you will also serve as a **mentor and educator** to young people who are passionate about **reproductive health and policy**.

The rate of pay is \$17.50 to \$19.50 hourly, depending on experience. This position focuses on organizing young people, so people ages 18 - 24 are especially encouraged to apply.

This position is hybrid, and most work hours will be remote and flexible, but the role also includes required in-person meetings.

## Roles and Responsibilities

- Attends **in-person Youth Advocates (YA)** meetings at Healthy Futures office in Dallas twice per month, typically on Wednesdays, from 6-8 pm.
- Helps **coordinates and plan YA meetings**, including brainstorming meeting topics, planning agendas, and picking up meals or supplies for meetings
- Assists with coordination of **YA program with tasks related to meetings, campaigns, recruitment, and retention**
- Holds **virtual mentoring meetings** with high school aged Youth Advocates
- Attends scheduled virtual **team meetings**
- Attends and supports **Advocacy Day** at Texas Capitol in Austin in February or March
- Participates in **advocacy-related efforts on behalf of YA and Healthy Futures**
- Identifies and helps to coordinate community engagement efforts
- Brings concerns raised by partners and youth to Senior Program Director and Program Manager
- Facilitates and delivers **group presentations** on sexual health and related topics
- Solicit donations from local businesses for meeting catering
- Represents Healthy Futures in the community in a professional manner
- Remains current on **topics** related to **abstinence, contraception, STIs, reproductive health and adolescent health**
- Follows compliance standards for the Healthy Futures brand
- Performs other related duties and fulfills responsibilities as assigned

## Minimum Qualifications

- Strong skills in developing and maintaining working relationships with adults and youth
- Effective public speaker, comfortable presenting in front of large groups or one-on-one
- Ability to work independently and as a team member with minimal supervision
- Ability to troubleshoot and use critical thinking
- Self-motivated, organized, flexible, adaptive, detail-oriented, and creative
- Ability to relate to people of varied ethnicities, ages, backgrounds, and abilities
- Proficient computer skills in MS Office/Google Suite is required
- Proficient in social media platforms, such as TikTok, Twitter, LinkedIn, and Instagram
- Must have transportation and be able to attend in-person events in Dallas
- Must be willing/able to work evenings and weekends as assigned

## Preferred Qualifications

- High school diploma, GED or equivalent level of education
- Passion for advocacy, adolescent health and the mission of YA
- Demonstrated ability to relate to students of varied ethnicity, ages, backgrounds, and abilities
- Working knowledge of sexual health, adolescent health, and positive youth development

## Application Instructions

Please apply with a cover letter describing interest and qualifications, a résumé, salary history, and a list of 3 professional references to <https://bit.ly/48A0VAe> .The position will remain open until filled.

**Healthy Futures of Texas does not and will not discriminate on the basis of race, color, religion (creed), age, national origin (ancestry), disability, marital status, veteran status, sexual orientation, or military status, in any of its activities or operations. These activities include, but are not limited to hiring and firing of staff, selection of volunteers and vendors, and provision of services. We are committed to providing a welcoming environment for all members of our staff, clients, volunteers, subcontractors, vendors, and clients.**