



YOUTH LEADERSHIP INSTITUTE

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Trainer & Consultant - Training and Consulting Services (TCS) Job Opening Announcement

Youth Leadership Institute (yli) builds communities where young people and their adult allies come together to create positive community change that promotes social justice and racial equity. With community-based programs based in Fresno, San Francisco, Marin, San Mateo, Merced, Long Beach and the Eastern Coachella Valley, yli is committed to engaging and developing young people of color, low-income youth, and other non-traditional youth as advocates and agents of social change.

yli CORE VALUES

- **Inclusion:** Young people are profoundly impacted by policies affecting their communities. YLI brings youth to the table and works to institutionalize youth voice in the decision-making process.
- **Innovation:** Youth can often see a way forward where adults cannot. YLI encourages youth to identify and implement their own solutions to the issues their communities face.
- **Social Justice:** Throughout history, young people have ignited and led social justice movements to create a better world for everyone. YLI helps them to focus their attention on the root causes of injustice, and sharpen the skills they need to tackle them.
- **Community:** Nobody can do it alone! Through relationship and coalition-building, YLI feeds the connective tissue within our communities to power our movements with the brilliance, resourcefulness, and wisdom of our partners.

JOB SUMMARY

The Training & Consulting Services (TCS) Trainer & Consultant is a key role at yli, responsible for training, consulting, and designing experiences for youth and adults locally, regionally, and nationally to create positive change across communities. With support from the TCS Director, the Trainer & Consultant is responsible for business generation, designing training, and implementing training and consulting services to a variety of government, foundation, and nonprofit partners. In order to provide training and capacity building opportunities for young people and adult allies to serve as community advocates, leaders and decision makers, the TCS Trainer and Consultant leads, designs, and creates the conditions for optimal learning and successful training experiences.

The TCS Trainer & Consultant is expected to be an empowering and creative change agent, with an appetite for learning, coupled with an ability to operate as part of a team with internal staff and external partners. They should be familiar with a variety of the training and capacity building concepts and practices in the fields of youth development, human-centered design, social justice, and racial justice. In addition, they rely on extensive experience and judgment to accomplish goals and leading and directing the work of others on their team.

THE ROLE: KEY DUTIES & RESPONSIBILITIES

Client Relationship Cultivation & Management (Government, Foundation, and Nonprofit) (25%)

- Cultivate positive relationships with clients, including prospecting new clients and current clients
- Lead client intake process to develop a relationship, identify unique needs, and customize the training, design, consulting, or technical assistance experience
- Develop training workshop and curriculum design, consulting, or technical assistance proposals from inception to completion
- Assist in ongoing business generation and client cultivation strategies

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- Manage client contracts including documentation, tracking, reporting, and reporting submissions

TCS Design, Curriculum Development & Implementation (60%)

- Manage training design and goals for assigned clients in accordance with organizational mission and strategy
- Ground training design, implementation, and capacity building in the lived experiences of communities and in anti-racism principles
- Facilitate learning solutions, prepare plans according to youth development and popular education theory and provide a high-impact, interactive environment
- Participate in cross- training (production, administration, design, and facilitation) of TCS
- Design training workshops that cultivate the assets in a community and increase individual, community, and organizational effectiveness of partners
- Create curricula, toolkits, case studies, in a diverse range of topics to capture lessons learned

Organizational Leadership (15%)

Contribute to yli's organizational mission and goals:

- Actively participate in yli committees, meetings and activities, including organizational anti-racism work
- Promote yli's organizational mission and goals, including articulating the mission and taking opportunities to advance its goals when appropriate
- Participate as a team member in yli-wide events, staff meetings, Leadership Team Meetings and other yli activities
- Track trends and stay current on the state of training, facilitation, and content areas to support training, consulting, and capacity building
- Represent the organization at community activities to enhance the organization's community profile

REQUIRED EDUCATION AND EXPERIENCE

- Minimum of 5 years relevant experience in field of youth development, training, and capacity building, or B.A. in related field plus at least 3 years relevant experience
- Demonstrated commitment to social justice through previous work experience
- Significant experience training and providing technical assistance to youth and adults
- Significant experience in project management
- Experience with business generation and client cultivation

DESIRED SKILLS & QUALITIES

- Commitment to social justice, public health, and community organizing as strategies to affect change
- Commitment to actively dismantling systemic racism, and to continuously deepening your own understanding of intersecting oppressions, including anti-Blackness, colorism, ageism, and gender inequities.
- Strong written and verbal communications skills
- Capacity to communicate effectively via email, phone, and video call
- Excellent follow-through skills; detail-oriented, organized, professional, self-motivated
- Knowledge of community based research or assessment models
- Able to work some evenings and weekends
- Able to work in a fast-paced, multi-faceted environment
- Computer literate on Mac OS; Familiarity with google suite (gmail, gdrive, gcal), and/or the capacity to quickly come up to speed with those systems and others used by the team

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COMPENSATION & BENEFITS

This is a full-time exempt position reporting to the Training & Consulting Services Director. Work is temporarily remote, but post-COVID work will be based at one of our California offices. yli salaries are adjusted by geographic cost of labor, so compensation would be determined by office location, in addition to a candidate's overall experience and qualifications. The starting range for this role: \$62,400 - \$63,024

We offer a generous benefits package, including full medical, dental and vision coverage (dependent premiums 50% paid by yli), optional health, commuter and dependent care flexible spending accounts, flexible work schedules, and 403(b) plan with 4% match after one year of service.

JOIN OUR TEAM! To apply, email a cover letter and resume with the subject line **Trainer & Consultant** to: jobs@yli.org.

Inclusion sits at the center of yli's programs. yli is an equal opportunity employer and does not discriminate against its employees or applicants based on race, color, religion, national origin, ancestry, age, medical condition, ability, veteran status, marital status, sexual orientation, HIV/AIDS status and/or any other protected basis. We are committed to providing an inclusive and welcoming environment for all members of our staff, clients, volunteers, subcontractors, vendors, and clients. People of color, LGBT persons, and people with disabilities are encouraged to apply.

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