



## **Youth Program Quality Training Coordinator**

**United Way of Greater Richmond & Petersburg is seeking a motivated youth development professional to serve as part-time Youth Program Quality (YPQ) Training Coordinator.** This multifaceted position elevates the responsibilities of a Youth Program Quality Coach to include facilitation of large-group trainings and workshops, as well as coordination of external trainings and logistical support for sites engaged with the Richmond YPQI network. Richmond YPQI is a locally based initiative designed to provide a sustainable continuous quality improvement program for regional youth service providers. The initiative is implemented as a partnership between United Way of Greater Richmond & Petersburg and VCU Mary & Frances Youth Center.

While performing in the role of a YPQ Coach, the Training Coordinator will utilize reliable assessment tools combined with expert consulting and coaching practices to support supervisors and youth workers in improving the quality of youth programs participating in Richmond YPQI. The Training Coordinator will conduct external assessments utilizing a proprietary tool with 4-10 sites throughout the course of the year, and then provide coaching visits and engage in positive youth development conversations with program staff. The Training Coordinator will serve sites by guiding them through the YPQI process, observing staff at the point of service, supporting staff to develop professionally and organizations to develop programmatically. Beyond coaching, the Training Coordinator will bring the knowledge and experience s/he has as a youth development professional to support an integrated community of practice and quality improvement system by researching, sourcing, developing, and delivering targeted training opportunities so that sites can accomplish their improvement plan goals and build their capacity to impact outcomes for youth.

**Qualifications:** The ideal candidate will have at least three years of experience as director of a youth development program, classroom teacher or other youth work experience, as well as experience delivering coaching or technical assistance to youth-serving agencies. Must possess working knowledge of child, adolescent and adult learning theory and have experience working with and programming for diverse populations and learning styles. Demonstrated understanding of/familiarity with program quality and assessment tools. Completion of YPQA Basics full-day training within the past three years or available to attend training on September 23, 2019. Completion and endorsement as a reliable Youth or School-Age PQA External Assessor within the past 12 months or be available to attend a 2-day training in Richmond on September 24-25, 2019 to achieve reliability. Successful completion of Youth Work Methods Training of Trainers course within the past three years or be available to attend 4-week online course and 3-day live training in Richmond. Must be able to independently travel between work-related appointments and program sites in metro Richmond region. Familiar with Microsoft Excel, Word, and PowerPoint. Familiar with/comfortable using online cloud services, including Google Apps. Must successfully complete a criminal and sexual offender background check. Bachelor's Degree or equivalent experience in education, human development, social work, counseling, recreation, or other related course work required. Previous experience with YPQI a plus.

**Position open until filled. Please send cover letter, resume, and salary requirement to:**

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