



**Greater Sacramento  
Urban League**

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## Youth Social Justice Programs Manager

### Job Announcement/Description

**Location:** Sacramento, CA

**Department:** Youth and Family Services Center

**Reports To:** Director of Youth and Family Services Center

**Employment Status:** Full-Time, temporary 3 years

**Salary/Wage:** \$57,000 to \$65,000 annually based on experience

*Greater Sacramento Urban League is an Equal Opportunity Employer. We invite all qualified individuals to apply to join us in achieving our community empowerment agenda in the Greater Sacramento region by submitting a resume and cover letter to: [careers@gsul.org](mailto:careers@gsul.org). The priority deadline for this position is **March 3, 2023**. Applications will be evaluated as they are received. Interviews may occur ahead of the priority deadline. People of color, women, and individuals who live in or is familiar with the culture, people, and climate of the Oak Park neighborhood are particularly encouraged to apply.*

### ABOUT US

The Greater Sacramento Urban League (GSUL) has been committed to empowering communities and changing lives in the Sacramento region since 1968. Over the years we have assisted tens of thousands of Sacramentans to increase their educational opportunities, gain meaningful employment, strengthen their financial well-being, and work together to build communities where all children, youth, and families can live well, be well, and thrive.

GSUL's empowerment agenda has five pillars:

- **Civic Engagement and Leadership Empowerment:** Empowering all people to take an active role in determining the quality of life, public policy, and leadership in their community service and leadership development.
- **Civil Rights and Racial Justice Empowerment:** Promoting and safeguarding our civil rights by actively working to eradicate all barriers to equal participation in all aspects of American society, whether political, economic, social, educational, or cultural.
- **Economic Empowerment:** Empowering all people in attaining economic self-sufficiency through job training, employment, homeownership, entrepreneurship, and wealth accumulation.
- **Education and Youth Empowerment:** Ensuring that all of our children are well educated and prepared for economic self-reliance in the 21st Century.
- **Health and Quality of Life Empowerment:** Working to build healthy and safe communities to eliminate health disparities through prevention, healthy eating, and fitness, as well as ensuring complete access to affordable healthcare for all people.

## **JOB DESCRIPTION SUMMARY**

Under the supervision of the Youth and Family Services Center Director, the Youth Social Justice Programs Coordinator will ensure the success of GSUL's youth-focused and grant-funded programs. The incumbent will lead programs including academic support, youth substance abuse prevention, and youth-led social change initiatives for youth ages 12-26. This position is responsible for recruiting and/or retaining youth participants, coordinating and implementing program elements, and reporting on program outcomes.

## **RESPONSIBILITIES:**

- Implement recruitment, planning, and facilitation of high-quality youth programs
- Supervise youth participants and program staff
- Develop high-quality youth-focused social justice programs
- Demonstrate collaborative approach to designing and implementing youth programs
- Establish and maintain effective working relationships with co-workers, community partners, parents, school administration, and youth participants
- Ensure that programs are meeting planned programmatic outcomes and are aligned with GSUL's Mission
- Track and report on key outcomes and objectives for each program
- Effectively communicate outcomes to relevant parties
- Participate in and lead meetings and workshops
- Submit program reports in a timely manner
- Other duties as assigned

## **EDUCATION AND EXPERIENCE**

- Bachelor's degree preferred
- At least 2 years of program planning and development experience
- At least 2 years of experience working with youth and young adults
- Have exceptional organizational skills
- Should be able to work flexible and changeable hours
- Experience managing grant-funded programs preferred
- Strong Google, Excel, Word, PowerPoint, and Zoom skills
- Strong interpersonal and people management skills required

## **COVID-19 VACCINE CERTIFICATION REQUIREMENT**

GSUL requires all new employees to be immunized against COVID-19. Candidates advancing in the GSUL hiring process should be prepared to comply with this requirement.