The YWeb Career Academy Program Coordinator is responsible for coordinating all elements of the YWebCA training program from recruitment through successful employment. Major responsibilities include: recruiting students; developing and teaching soft-skills curriculum; arranging guest speakers, tutors and mentors; creating and maintaining relationships with internship placements and employers; and providing case management to support successful job training, placement and retention. The YWeb Coordinator provides culturally inclusive, trauma-informed services and incorporates best practice techniques into the program. This position includes regular evening hours and occasional weekends.

This is a full-time, salaried position with a salary range of $35,000 – 40,000 and an excellent benefits package with generous paid time off.

The ideal candidate will possess a bachelor’s degree or 2-4 years related experience. He or she will have knowledge and experience in the following areas: employment programs, case management, program coordination and management, teaching/training, business relationships, and public speaking. Knowledge of human resources processes, community resources, and marketing strategies would also be preferred skills. A valid driver’s license and a good driving record are required.

Candidates should support the mission of the YWCA: eliminating racism, empowering women and demonstrate multi-cultural competency and the ability to work with diverse populations. People of color and individuals bilingual/bi-cultural in English/Spanish are encouraged to apply. The selected candidate must pass a caregivers background check.

Please visit our website www.ywcamadison.org/jobs for full position description and complete application instructions. Preference will be given to applications received by June 12th applications accepted until position filled. No e-mails please. No calls please, except to confirm receipt of application materials. AA/EOE

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Restorative Justice Coordinator

YWCA Madison is seeking candidates for a Restorative Justice coordinator for our Restorative Justice Program.

The Restorative Justice Coordinator is a core member of the Restorative Justice YWCA Madison team. This team provides direct services to youth and families, manages data and works collaboratively and in partnership with community organizations. The incumbent to this position is responsible for supporting Restorative Justice programming. The primary purpose of this team is to create environments that maximize opportunities for restorative justice practices and philosophies to eliminate racial and gender disparities.
This is a salary position. The salary will be based upon experience for 36 hours per week. This position is eligible for our benefit package.

Required Qualifications

• Experience providing youth services

• 2+ years in the field of Racial Justice/Equity or an Associate's degree in the social sciences, human services, criminal justice or related field.

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Preferred Qualifications

• Experience working in the field of Restorative Justice

Knowledge, Skills and Abilities:

• Must be able to demonstrate the competencies listed in the YWCA Madison Competency Model

• Must support the YWCA’s mission of eliminating racism and empowering women

• Knowledge of mental health, trauma, addiction, poverty, racism and sexism

• Ability to work with diverse populations including, but not limited to: racial/ethnic backgrounds, different abilities, ages etc...
Promote a harassment-free environment

•

Work well independently and as part of a team

•

Strong written and verbal communication skills

•

Detail oriented, highly organized, and self-motivated

•

Possess computer skills in Word, Excel, PowerPoint, and Outlook

Additional Requirements

•

Driver's license/proof of insurance and the ability to serve multiple sites within the time parameters dictated by our partners.

Candidates should support the mission of the YWCA: elimination of racism and empowerment of women; demonstrate multi-cultural competency and the ability to work with diverse populations. People of color and individuals bilingual/bi-cultural in English/Spanish are encouraged to apply. Must pass a caregivers background check.

Please visit our website www.ywcamadison.org/jobs for full position description and complete application instructions. Preference will be given to applications received by June 30th applications accepted until position filled. No e-mails please. No calls please, except to confirm receipt of application materials. AA/EOE

YWCA Madison
101 East Mifflin Street, Suite 100
Madison, WI 53703
www.ywcamadison.org/jobs

fax: 608.257.1439

Proud partner with United Way of Dane County