



Position Title	Department	Reports to
Youth Program Coordinator	Youth Programs	Director of Youth Programs & Engagement
Employment Status	FLSA Status	Closing Date
<input type="checkbox"/> Full-Time <input checked="" type="checkbox"/> Part-Time	<input checked="" type="checkbox"/> Non-Exempt <input type="checkbox"/> Exempt	October 1, 2024

The No Boundaries Coalition is a resident-led advocacy organization building a unified & empowered Central West Baltimore across the boundaries of race, class and neighborhood. We mobilize residents from seven (7) 21217 neighborhoods to improve public safety, increase police accountability, increase access to healthy foods, increase opportunities for young people and increase voter turnout.

Since 2008, NBC has brought residents together from Sandtown, Druid Heights, Upton, Madison Park, Penn North, Reservoir Hill, and Bolton Hill to address the issues that have maintained racial and economic segregation for decades. In 2010, after organizing the third annual “Boundary Block Party”, 25 neighborhood leaders met and decided the effort to bring residents together should expand and become more organized; that meeting founded the No Boundaries Coalition. Since then, NBC has successfully advocated for police reform through a robust Consent Decree, opened a community-run produce market, successfully advocated against cuts to after school programs and quadrupled voter turnout in Sandtown. The work of NBC has been featured in The Washington Post, CNN, NPR, New York Daily News, The New York Times, Esquire Magazine, Al-jazeera America, Baltimore Sun, WYPR, Baltimore City Paper and Forbes.

Our community members are our greatest resources, so we remain intentional about acknowledging and developing those assets present in our community. Barriers to effective stakeholder participation are deconstructed through grassroots community outreach and education. No Boundaries Coalition was built on partnerships. Without our growing network of coalition members, passionate residents, and dedicated funders, this work would not be possible. Together we have been able to achieve great success in Central West Baltimore. Through this structure, we maximized resources and expanded our program offerings beyond block parties and into impacting systems. We are constantly reevaluating and identifying the best ways to grow our network and expand our reach.

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Position summary:

The Youth Program Coordinator will lead the No Boundaries Youth Organizers (NbYo) program, focusing on empowering youth aged 13-19 through various civic engagement initiatives. This role involves building relationships, supervising youth organizers, planning program activities, and ensuring youth voice is incorporated into outreach efforts, events, voter engagement programming and community building. The coordinator is committed to establishing a safe space that promotes youth development, growth, and support, enabling youth leaders to express themselves freely and engage in meaningful learning experiences. The Youth Program Coordinator will also manage partnerships, facilitate trainings, collect and input data, complete program documentation and assist with reporting.

Duties and responsibilities, include, but are not limited to:

- **Community Engagement**
 - Attending partnership events and meetings to share updates on NbYo and the No Boundaries Coalition
 - Serving as a liaison and leader for No Boundaries Coalition at community events, effectively representing the organization's mission and values

- **Program Facilitation & Oversight**
 - Leading collaborative efforts with youth leaders to create and implement workshops, events, and activities
 - Facilitating daily programming, including sessions from Monday through Friday, with occasional weekend events
 - Conducting and organizing outreach events to recruit and retain youth participants for NbYo programs.
 - Training youth leaders to promote and distribute materials for events and activities
 - Ensuring youth voices are authentically incorporated into all program components, fostering a culture of empowerment and inclusivity

- **Partnership Management**
 - Developing and managing community partnerships to support youth organizing efforts
 - Collaborating with No Boundaries staff to create robust programming for winter and spring breaks, including service learning and college visits

- **Relationship Building & Case Management**
 - Mentoring youth from 8th grade through high school, supporting their transition to the post-high school arena

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- Maintaining ongoing engagement and provide case management support to ensure youth are well- equipped to navigate their personal and educational journey
- Ensuring youth are on track to successfully transition to college, career, workforce or other post-high school pathways

MINIMUM REQUIREMENTS

- Detail oriented, organized, and flexible
- Experience working with youth in fast-paced work environments
- Familiarity with youth development principles and best practices, including trauma-informed care and positive youth development frameworks
- Ability to work flexible schedule, including evenings and weekends

Preferred Qualifications:

- Background working with urban youth, Opportunity Youth or Hard-to-Count/ Persuade communities
- Knowledge of and background in West Baltimore communities
- A resident of West Baltimore
- Grant writing and tracking experience
- Self motivated and reliable

SCHEDULE / PAY / BENEFITS

Part Time Position: Starting at \$17 per hour

- Average of a 30 hour work week
- Mandatory Tuesday in person days
- Hybrid remote/in-person in an open office environment

APPLICATION PROCESS

- Interested candidates should email a resume and cover letter to info@noboundariescoalition.com. With the subject line: [NAME - YOUTH PROGRAM COORDINATOR
- Candidates will be required to provide three references.
- No calls.

No Boundaries Coalition provides equal employment opportunity for all persons regardless of race, color, religion, national origin, marital status, political affiliation, sexual orientation, gender identity, disability, sex or age

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