



Youth Development Manager

January 2022

Trellis for Tomorrow is a 19-year-old organization that delivers experiential programs in organic gardening, environmental stewardship, and food security that provide practical and behavioral life skills for youth and adults. Our aspiration is to foster compassion and resilience in people and inspire them to build sustainable communities. By 2024, Trellis aspires to be known as the regional leader for empowering youth while addressing food insecurity.

Programs Overview

Trellis for Tomorrow utilizes community gardens and other green spaces as living classrooms to deliver experiential programs for youth and local organizations that help people to become positive agents of change in their own lives and in their communities.

Our youth development programs provide paid work experiences, entrepreneurial training, and structured leadership opportunities for teens and young adults. The content of these programs is focused on work readiness skills, social emotional learning, and developing an understanding of the world and our personal agency in it. Trellis also offers programs that engage more than 20 local organizations and their constituents (members, employees, etc.) to steward organic gardens where food is grown and donated to neighbors in need.

Job Description

The Youth Development Manager supports the delivery of Trellis youth programs by cultivating and improving vibrant connections with youth, their caregivers, community partners, and other key service providers. The Youth Development Manager is a strong networker and confident communicator with excellent interpersonal skills, a demonstrated understanding of teen development, and substantive experience working with diverse youth and communities.

This role is focused on researching, planning, and implementing strategies that support the achievement of youth program goals, increase participant enrollment, and strengthen community connections. The Youth Development Manager will also assist in program delivery and will work directly with youth program participants, in groups and individually. They will also spearhead community engagement initiatives to increase awareness of and engagement with Trellis programming.

The Youth Development Manager reports to the Senior Program Director and works closely with the Program Manager. This is a salaried position that is exempt from overtime. The expectation is a minimum 40-hour work week, and the position may require time outside of normal business hours, including weekends. This position is on the front lines of our mission “to foster resilience and compassion in individuals and inspire them to build sustainable communities,” and is held to a high standard of alignment with and commitment to our Core Values, Mission, and Strategic Vision. Beyond experience and a demonstrated desire to work with youth, the position requires strong leadership, a positive attitude and high energy, as well as other attributes that personify Trellis values.

Trellis for Tomorrow is an equal opportunity organization and makes all employment, volunteer, and program acceptance decisions without regard to race, religion, color, sex (including pregnancy, sexual orientation, and gender identity), national origin, disability, age, genetic information, or any other status protected under applicable federal, state, or local laws.

Core Competencies:

- **Achievement Motivation** – Drive and commitment to succeed, goal oriented.
- **Emotional Stability/Adaptability** – Ability to function effectively even when faced with uncertainty or stressful situations. Able to adjust as new information surfaces.
- **Emotional Intelligence** – Ability to empathize and understand the emotions and motivations that underlie human behavior, i.e., 'reading people' well, including a willingness to push beyond what is on the surface to get to root causes.
- **Accountability/Locus of Control** - Responsibility for one's own success or failure.
- **Organization/Time Management** - Effective prioritization during unsupervised work.
- **Communication (oral and written)** - Ability to articulate well and be easily understood.
- **Connector** - Ability to build genuine connections with youth and adults from diverse racial, ethnic, socioeconomic and gender backgrounds

Primary Job Responsibilities include but are not limited to:

- Working with the Program Manager to design and implement effective recruitment and retention plans for youth participants
- Implementing strategies to support the achievement of youth program goals
- Assisting in program(s) delivery which includes but is not limited to: planning program sessions, teaching curriculum modules, leading group activities, and conducting program assessments
- Proactively building positive relationships with youth leaders and program participants, and working to broaden their social capital
- Researching and facilitating personal development and post-secondary school opportunities for youth participants, including out-of-school education and training, job and internship placements, gap year programs, and/or transformative experiences
- Building community relationships in Trellis' service areas to advance program goals
- Pairing youth leaders and participants with mentors and/or advocates
- Representing and promoting Trellis and our programs at schools and with community partners
- Management of youth information and documentation, including forms, recordkeeping, and case files
- Participating in program assessments and continuous quality improvement of programs. Ensuring data is collected and managed in accordance with policies.

Qualifications:

- Undergraduate degree strongly preferred
- 2-4 years of demonstrated experience working directly with young people, some of which must be with teens
- A clear understanding youth development and behavior, especially that of teenagers, a strong grasp on SEL best practices and trauma-informed care
- Alignment with Trellis' Core Values, including a commitment to equity and inclusion
- Knowledge of Microsoft Office applications

The Trellis for Tomorrow offices are in Phoenixville, and its youth programs are in Phoenixville, Spring City, and Pottstown. Applicants must have a valid PA's driver's license and a reliable vehicle. All employees are required to have current criminal and child abuse clearances.

To apply, please send resume and cover letter to Grace Hardy at ghardy@trellis4tomorrow.org. Applications due by February 25, 2021.