



## Hyde Square Task Force | Youth Community Organizer

### March 2024

**Hyde Square Task Force (HSTF)** is an award-winning creative youth development organization based in the Hyde–Jackson Square area of Jamaica Plain/Roxbury, known as Boston's Latin Quarter. Founded in 1991, HSTF now engages close to 400 youth ages 6–25 in college and career preparation, Afro-Latin arts and cultural enrichment, and community-building initiatives. In doing so, we ensure that youth have the arts and educational opportunities they need and deserve in order to be successful and that their voices and cultures are valued and celebrated in Boston's Latin Quarter and beyond. Our mission guides our work: to amplify the power, creativity, and voices of youth, connecting them to Afro-Latin culture and heritage so they can create a diverse, vibrant Latin Quarter and build a just, equitable Boston.

The **Living Safely in Jackson Square Coalition (LSJS)** is a cross-sector partnership in the Jackson Square area of Jamaica Plain/Roxbury that has a goal of creating a safe and vibrant community - a community where children are supported and can thrive. This place-based coalition includes local nonprofits, schools, government agencies, law enforcement, property owners and managers, residents, and other stakeholders. The group works together on family stability, youth engagement, and resident leadership. The Jackson Square community is home to a diverse population, and is filled with numerous assets. This community is also grappling with some of the most significant challenges facing urban, low-income populations. In close partnership with residents, the coalition leverages and develops the wealth of assets in the neighborhood to create significant and long lasting positive change in Jackson Square. The three backbone organizations of LSJS are Jamaica Plain Neighborhood Development Corporation, Tree of Life/Arbol de Vida, and Hyde Square Task Force.

**Position:** The LSJS Youth Organizer is a full-time, Boston-based position, supervised by the Senior Manager of Organizing and Engagement of Hyde Square Task Force, one of three backbone organizations managing the LSJS. The initiative is funded by Boston's Children's Hospital for the next three years: 2024-2027. Attending evening and weekend meetings/events is required.

**Job Summary:** We seek a highly motivated, community-conscious Youth Community Organizer who will recruit, develop, oversee, and support a cohesive team of 8 youth from the Jackson Square neighborhood. This group will engage in team-building activities, extensive training, and identify key issues that affect themselves, their families and their neighbors. Then, in coordination with adult resident leaders and stakeholders, they will carry out organizing campaigns to create positive change in their community.

### Responsibilities Include:

#### Youth Development

- Recruit a diverse group of 8 young people from the Jackson Square area with a focus on ages 17-20
- Schedule and facilitate regular weekly group meetings
- Engage the group in team building activities
- Develop and implement a leadership curriculum that covers Community Development, the History of Jackson Square, Critical Thinking, Community Organizing, Mapping Assets of Jackson Square, Local Government, and Communication Skills
- Attend important and relevant community meetings in Jackson Square with youth organizers
- Oversee and process the paperwork necessary for the youth to enroll and receive monthly stipends

- Evaluate the youth on a regular basis, documenting their growth and areas of development
- Provide guidance and support to individual team members as needed, securing advice from HSTF's Senior Well-Being Coordinator if necessary

### **LSJS Coalition**

- Attend monthly LSJS Coalition meetings and provide progress reports
- Attend bi-weekly LSJS Backbones meetings and provide progress reports
- Attend bi-weekly meetings of adult resident leaders
- Prepare bi-annual reports on youth organizing for the project funder
- Represent LSJS at various community meetings and events

### **Community Organizing**

- Lead the youth through an analysis of major issues facing the Jackson Square neighborhood and identify issues that could potentially lead to organizing campaigns
- Lead the youth through a Community Organizing 101 curriculum
- Work closely with youth to develop organizing strategies and campaigns
- Support the youth as they engage in research, and get input from residents, elected officials, stakeholders, and local leaders
- Guide the youth to choose a specific organizing issue that is meaningful to them and can impact the community
- Work with youth to create a thoughtful organizing plan which spells out a clear path towards a successful campaign, with a concrete goal, power analysis, timetable, overall strategy, tactics, ally development plan, outreach plan, and media strategy
- Coordinate organizing campaigns with the adult resident leaders
- Support campaigns of the adult resident leaders

### **HSTF Organizational Responsibilities**

- Collect, track, and analyze data to aid in reports to staff, board and funders
- Actively contribute to the implementation of organizational strategic goals and objectives
- Participate and actively contribute to organization-wide staff meetings, events, activities, committees, and initiatives as needed
- Seek ways to collaborate with other program staff

### **Qualifications:**

- At least two years of experience working with low-income urban youth
- Bilingual(English/Spanish) preferred
- Experience in urban community organizing campaigns and/or community development projects
- Familiarity with the Jackson Square neighborhood and understanding of the local community preferred.
- Bachelor's degree or equivalent experience

### **Skills**

- Ability to mentor and support teens and young adults
- Exceptional leadership and interpersonal skills.
- Excellent listening skills, including the ability to incorporate a variety of diverse viewpoints and reach consensus

- Able to meet deadlines and ensure completion of projects on schedule
- High level of computer literacy including Google Suite, MS Office Suite, and Salesforce
- Skills in organizing resources and establishing priorities
- Strong interpersonal, written, and verbal communication skills
- Extremely organized, reliable, punctual, accurate, and detail-oriented
- Demonstrated ability to build and maintain relationships with a wide array of people
- Ability to work independently and collaboratively as a team player
- Proven ability to work with efficiency, flexibility, and good humor
- Ability to remain focused in the face of pressure, delivering against timelines without being intimidated by tasks/time limitations

#### **Personal Attributes**

- Values alignment with Hyde Square Task Force's mission, vision, and goals
- Commitment to equity and inclusion
- Flexibility to work hours as program/organizational needs change (occasional weekends and evenings)
- Must be a self-starter with strong problem-solving skills

#### **Other**

- Must successfully pass CORI and SORI background checks
- Must be authorized to work legally in the United States

*The above is not an exhaustive list of every duty and responsibility required. Other duties may be assigned.*

**Salary:** Starting at \$45,000, commensurate with experience. Benefits include: medical and disability insurance, parking, vacation time, personal days, paid holidays, paid week off December 24th - January 1st, sick time, 403(b) program, and a supportive work environment.

**How to apply:** Candidates should submit their resume and cover letter to [youthorganizer@hydesquare.org](mailto:youthorganizer@hydesquare.org) by April 12, 2024. No walk-ins or phone calls please.

*Hyde Square Task Force is an equal opportunity provider and employer. We value having a diverse staff who are representative of the community we serve and bring to our organization a variety of traditions, experiences, and points of view. Individuals of all backgrounds are strongly encouraged to apply.*