

LIVE WELL SAN DIEGO YOUTH LEADERSHIP TEAM

GENERAL SUPPORT AIDE (18 years old+)

HIGH SCHOOL STUDENT WORKER (16-17 years old)

CLASSIFICATION PURPOSE AND DISTINGUISHING CHARACTERISTICS

Youth Leaders will participate in *Live Well San Diego* Youth Leadership Team as part of the *Live Well San Diego* Youth Sector. Youth Leaders will serve an essential role in representing youth voice in County and community programs, boards and commissions and in programs directly impacting youth (ages 16-24). They will participate in trainings and professional development, mentoring opportunities, and offer input into County programs and initiatives that serve youth. They will work with other Youth Leadership Team members to lead Town Halls, where youth from across the region will brainstorm solutions to topics identified as important by youth.

EXAMPLES OF DUTIES

Essential Functions:

- As a youth with lived experience in San Diego County, Youth Leaders will provide input from the youth perspective into County programs, sectors, and boards and commissions.
- Actively participate in trainings and professional development activities coordinated by the *Live Well San Diego* Youth Sector.
- Participate in a youth mentoring program, where Youth Leaders will be paired with County mentors in a field of their interest.
- Use lived experience as a youth in San Diego County to strategically engage diverse youth from around the region to participate in youth-led Town Halls.
- Use lived experience as a youth leader to help inform the implementation of the *Live Well San Diego* Youth Sector.
- Plan trainings, projects, and events that effectively teach and engage youth about a variety of issues and topics, in an innovative and youth-focused manner.
- Commit to the required hours of participation in the program:
 - Up to 4 hours weekly from April through May
 - Up to 20 hours weekly from June through August
 - Up to 10 hours weekly from September through December
 - Up to 4 hours weekly in January 2023.

KNOWLEDGE, SKILLS AND ABILITIES

Knowledge of:

- Having lived experience as a youth in San Diego County.
- Topics that are important to youth in the region.
- Telephone, office, and online etiquette.
- Effective communication strategies and platforms utilized by/popular with youth.

Skills and Abilities to:

- Integrate lived experience as a youth in San Diego County into the development and implementation of meaningful youth engagement and outreach throughout the County.

- Collaborate with other Youth Advisor(s), Youth Leadership Team members, County staff, community organizations, and other adult allies.
- Communicate clearly, concisely, and effectively orally and in writing.
- Make oral presentations.
- Communicate and collaborate effectively with a variety of individuals representing diverse cultures and backgrounds and function calmly in challenging situations, which require a high degree of sensitivity, tact, and diplomacy.
- Outreach to diverse and hard-to-reach youth throughout the County through a variety of strategies about youth-focused topics, including the COVID-19 pandemic.
- Maintain reliable communication and timely attendance at meetings, trainings, and events throughout the program.

Desirable Traits

Lived experience of being a youth in San Diego County, leadership skills, effective and open communication, ability to hold self and others accountable, problem solving and innovation, demonstrated ethical behavior, experience leveraging resources (coaches and develops), maximizes team effectiveness, supportive of change.

Education and/or Experience

Education, training, and/or experience that demonstrate possession of the knowledge, skills and abilities listed above. Qualifying education and experience:

- Demonstrated experience in youth leadership through high school, college, and/or community organizations.
- Work experience that demonstrates ability to communicate, coordinate, and plan.
- Documented training or other course work related to leadership, organizing, planning, and/or communication.

REQUIRED LICENSES, CERTIFICATIONS OR REGISTRATIONS

License

A valid California Class C driver's license, which must be maintained throughout employment in this class, is required at time of appointment, or the ability to arrange necessary and timely transportation for field travel. Employees in this class may be required to use their own vehicle.

Certification/Registration

None Required.

SPECIAL NOTES

Working Conditions

Work may take place in an office environment or in a remote or work from home setting. Work involves exposure to computer screens and use of basic office equipment.

Essential Physical Characteristics

The physical characteristics described here are representative of those that must be met by an employee to successfully perform the essential functions of this classification. Reasonable accommodations may be made to enable qualified individuals with disabilities to perform the essential functions of a job, on a case-by-case basis.

Continuous:

- Upward and downward flexion of the neck.

Frequent:

- Sitting
- Repetitive use of hands, grasping, and fine manipulation of hands to operate computers, printers, and copiers
- Lifting of objects weighing up to 10 pounds

Occasional:

- Walking
- Standing
- Bending and twisting of the neck
- Bending and twisting of the waist
- Grasping
- Pushing
- Pulling
- Reaching above and below shoulder level
- Lifting objects weighing up to 25 pounds.

Background Investigation

Must have a reputation for honesty and trustworthiness. Misdemeanor and/or felony convictions may be disqualifying depending on type, number, severity, and recency. Prior to appointment, candidates will be subject to a background investigation.

CONDITION OF EMPLOYMENT-Vaccine Requirements

Employees hired on or after October 15, 2021, are required to be fully vaccinated* against COVID-19 before beginning employment. If you receive a conditional offer of employment, a copy of your vaccination card must be provided at the time of background.

Current County employees hired on or before October 14, 2021, are required to provide a copy of their vaccine card showing they are fully vaccinated, or undergo Covid-19 diagnostic testing and wear a facemask in the workplace.

Employees who work at County locations subject to the California Department of Public Health State Public Health Officer order are required to be fully vaccinated by the following dates:

- Health and congregate care settings – September 30, 2021
- Medical areas of jails/correctional facilities – October 14, 2021

*Requests for exemption to the vaccine requirement may be considered.