

The **Sullivan County Center for Workforce Development** is seeking to fill the following position:

YOUTH WORKFORCE COORDINATOR

This position involves responsibility for oversight of the WIOA Youth Program by providing vocational guidance and related services to individuals participating in various aspects of local Workforce Development Programs. Employees will assist program participations in formulating and monitoring employability plans, which may include remedial education, work experience, specialized skill training and related supportive services. Duties will also involve developing training and placement opportunities with public or private employers and/or training institutions and monitoring or evaluating the implementation of employment and training programs. Work performed under general supervision with leeway for independently carrying out job objectives. Coordination and supervision will be exercised over the work of all seasonal hires under the Youth Program, and may include backup supervision of other staff.

MINIMUM QUALIFICATIONS: Either:

- (A) Graduation from a regionally accredited college or university, or one accredited by the New York State Board of Regents to grant degrees, with a Bachelor's degree or higher, and two (2) years' experience in a position requiring strong customer service interaction in human services, healthcare or youth-oriented field; or
- (B) Graduation from a regionally accredited college or university, or one accredited by the New York State Board of Regents to grant degrees, with an Associate's degree, and four (4) years' experience in a position requiring strong customer service interaction in human services, healthcare or youth-oriented field; or
- (C) Graduation from high school, or in receipt of a high school equivalency diploma, and six (6) years' experience in a position requiring strong customer service interaction in human services, healthcare or youth-oriented field.

NOTE: Acceptable youth-oriented field means that the experience involved the engagement of youth within communities, schools, organizations, peer groups and families, which promoted positive outcomes for young people and supported their needs and encouraged the development of programs that reduced risks and strengthened adversity.

SALARY: EMTRY: \$58,846.00 FULL: \$61,943.00

APPLY ONLINE AT: <https://sullivan-portal.mycivilservice.com/jobopps>

Applications accepted until position is filled.

EEO/AA Employer

M/F/D/V