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## Youth Support Advocate Volunteer Position Description

**Job Role:** Drop-In Center Youth Support Advocate

**Purpose:** The purpose of this volunteer role is to provide a welcoming and safe place for youth experiencing homelessness.

**Location:** The HOPE 4 Youth Drop-In Center located at 2665 4th Ave, Anoka, MN 55303

### Key Responsibilities:

- Welcome youth participants as they arrive at the Drop-In Center
- Have each youth participant complete a sign-in form and determine services for the day
- Complete daily projects as needed, such as cleaning or stocking the pantry
- Assist youth participants during their visit to the clothing closet, food pantry, evening meal, and other resources as requested

**Reports to:** Program Manager for questions and scheduling. Case Managers when on duty

**Time Commitment:** At least two shifts per month. Youth Support Advocate shifts are as follows: Mon – Fri: 11 am – 2 pm; 2 pm- 5 pm; 5 pm – 7:00 pm. All Youth Support Advocates must agree to a one-year commitment

### Qualifications:

- A passionate believer in the Mission of HOPE 4 Youth, which is to provide pathways to end youth homelessness
- Youth Support Advocates should be good listeners, non-judgmental, patient, flexible, and enjoy working with youth
- Ability to maintain boundaries and enforce Drop-In Center rules
- Strong/Superior verbal communication skills
- Ability to work independently and in team environments
- Establish and maintain effective relationships with youth and volunteers

### Required Training:

- Attend onsite training with the Drop-In Center Program Manager- Tuesday nights or scheduled as needed
- Two to three Shadow Shifts with an experienced volunteer Youth Support Advocate
- Mandated Reporting training- 1.5 hours
- One YIPA online training in the area of Youth Development within the first 60 days
- One YIPA online training in the area of Intercultural Engagement within the first 60 days
- Participate in annual Volunteer meetings and trainings

**Age Requirement:** 24 years or older

**Dress Code:** Comfortable clothing

### Benefits:

- This position allows you to make a difference for youth experiencing homelessness
  - An opportunity to make a difference in your community and to connect with other caring volunteers
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