
Job Title	Education Coordinator, Special Initiatives SYEP
PVN ID	ME-1904-003020
Category	Managerial and Professional
Location	MEDGAR EVERS COLLEGE
Department	SPCD
Status	Full Time
Salary	Depends on qualifications
Hour(s) a Week	35
Closing Date	Jul 12, 2019 (Or Until Filled)

General Description

The Summer Youth Employment Program (SYEP) is important for low income youth who may face multiple barriers to obtaining early work experiences. Youth benefit from workforce development programs that offer hands-on exposure, paid internships and work experience, access to jobs skills training, and opportunities to develop social, civic, and leadership skills. Additionally, developmentally appropriate, robust work experiences can help promote a college-bound culture and build useful transferable competencies such as leadership, teamwork, critical thinking, problem-solving, and communication. For this new initiative, Medgar Evers College partners with the Department of Youth and Community Development (DYCD) to implement the Special Initiatives SYEP for MAP programs in NYCHA. Medgar Evers College is an equal opportunity employer and is committed to building a safe, inclusive working environment for the people of all backgrounds.

Other Duties

- Create schedule for project-based learning for younger and older youth
- Work with SYEP Director to seek out and design comprehensive learning experiences.
- Consult with MEC faculty as necessary to maximize educational learning experience for participants
- Prepare and maintain all comprehensive records for all education programs and provide training to all staff members and monitor all youth educational programs.
- Evaluate all learning activities for adherence to DYCD SYEP standards.

Qualifications

Some college required, BA preferred, with a minimum of three (3) years of related experience working in the

field of youth development or youth workforce development and developing project-based experiences.