

Position: Youth & Family Services Specialist
Classification: Full-Time, Non-Exempt

Reports to: Youth & Family Services Director
Updated: July 2026

Essential Duties & Responsibilities:

- ☐ Facilitate weekly and monthly group activities for LGBTQ+ youth
- ☐ Provide direct supervision and training to program participants
- ☐ Ensure compliance with program deliverables, program evaluation, report writing, and data collection
- ☐ Work closely with colleagues to provide support, education, and empowerment programming for LGBTQ+ youth and their families
- ☐ Some afternoons, early evenings, and weekends are required for planned programming to meet the needs of school-aged youth
- ☐ Provide health navigation services, including supported referrals, to address the full spectrum of client needs
- ☐ Ensure linkage to medical care and mental health treatment (when needed)
- ☐ Conduct in-reach and outreach (e.g., GSAs, schools and universities, community health centers, Pride events, etc.)
- ☐ Administer surveys to youth participants to evaluate programs
- ☐ Participate in staff meetings and trainings, as required

Qualifications:

- ☐ Education and/or Experience: A bachelor's degree in Social work or related experience can be substituted for the educational requirement on a year-for-year basis.
- ☐ Prior experience working in the LGBTQ+ community and, more specifically, working with LGBTQ+ youth is required
- ☐ Demonstrated experience with group facilitation and training
- ☐ Demonstrated ability to use Microsoft Office programs and Google Workspace
- ☐ Must have excellent interpersonal communication skills
- ☐ Strong organization and time management skills and self-motivation are required
- ☐ Demonstrated ability and willingness to work with a diverse client population, including sensitivity to sexual orientation, gender and gender identity, race, ethnicity, socioeconomic status, language, ability, and immigration status
- ☐ Language Skills: Fluency in English required. Bilingual encouraged/preferred
- ☐ Ability to meet deadlines and work within a team-based environment
- ☐ Strong ability to manage clinically and emotionally challenging situations with the utmost professionalism, care, and discretion
- ☐ Must pass Level II Background Check

Physical and Mobility Requirements

- ☐ The position requires travel in the local area. Must have reliable transportation.
- ☐ Ability and willingness to participate in ongoing professional development activities to keep current on new developments in the field and enhance skills already maintained.
- ☐ Attend and participate in community outreach and signature events as requested; this will occasionally require working additional nights and/or weekend hours.
- ☐ Ability to be mobile throughout the day. Candidates should be able to occasionally lift up to 25 pounds, work seated or standing for several hours at a time, and tolerate numerous interruptions throughout the day

Compass is an Equal Opportunity Employer and this is a grant-funded position. Salary \$44k-\$46k/year commensurate upon experience, including 100% employer-paid medical insurance, dental, vision, flexible health spending account, 401K as well as paid time off (vacation, mental wellness days, and family/individual sick PTO, and holidays)