



## Job Announcement Youth Employment Advisor

Southwestern Oregon Workforce Investment Board – SOWIB is a 501(c)(3) non-profit organization that invests federal and state funds into the workforce system in Coos, Curry, and Douglas Counties. We coordinate workforce programs and services through a network of local partners.

**Position Title:** Youth Employment Advisor for HIPPO Program

**Open until Filled:** Applications will be reviewed as received

**Classification:** Full Time or 0.75 availability– Non-Exempt

**Starting Wage:** \$23.96 - \$25.88 per hour, full-time or 0.75 positions available

\*Pay differential for a certificate degree or bilingual

**Competitive Benefits:** SOWIB covers employee health, dental, and life insurance and 50% of dependent health and dental insurance. Holidays, PTO, and a matching 401k are also included.

### Join the Recruit HIPPO team!

We Help Individuals Pursue Professional Opportunities (HIPPO). We're not just empowering youth — we're shaping the future of our workforce in Coos, Curry, and Douglas counties.

The Youth Employment Specialist is at the forefront of career exploration and preparation, guiding high school students toward meaningful and sustainable employment opportunities. Your expertise will be instrumental in every step of the journey, from conducting interest assessments to facilitating workshops, providing work readiness training, organizing industry tours, and coordinating job fairs. By leading these initiatives, you'll not only empower individual students but also strengthen our community's workforce for years to come.

As the face of Recruit HIPPO, your impact extends beyond the school walls into the wider community. Collaboration is key to our success, and you'll excel at working alongside individuals and organizations who share our commitment to youth empowerment. Whether it's partnering with local businesses to create internship opportunities or collaborating with other service providers to offer comprehensive support, your ability to forge strong relationships will be essential. With your exceptional communication skills, you'll navigate seamlessly between multiple schools and businesses, ensuring that our mission resonates across every interaction and opportunity.

### Your Impactful Role:

- Inspire, coach, and mentor youth participants through every step of their journey
- Engage local organizations to raise awareness about the program's impact
- Commit to ongoing personal and professional development
- Utilize data-driven strategies and tracking software to measure progress
- Foster partnerships with other service providers to offer comprehensive support to students
- Embrace other duties and special assignments with enthusiasm

**What You Bring:**

- Genuine passion for working with teens and young adults, coupled with outstanding communication skills
- Ability to connect with individuals from diverse backgrounds
- Dedication to confidentiality and discretion in accordance with regulations
- Strong organizational and time management abilities
- Proficiency with technology and computer systems
- Drive to effectively communicate program benefits to various audiences
- Reliable transportation for school visits and occasional out-of-town meetings

**Preferred Qualifications:**

- Bachelor's Degree in human services, social services, education, or a relevant field
- Experience working with youth or in educational settings
- Proven track record of meeting or exceeding performance targets
- Familiarity with local labor market trends and community resources

**Details:**

- Travel reimbursement per Federal guidelines and mileage reimbursement
- Employment with SOWIB is contingent upon satisfactory background and reference checks

**Other Salary Information:**

In addition to the base salary of \$23.96, we offer a 10% compensation differential for Bilingual Proficiency if utilized on the job.

TO APPLY: Submit Cover Letter and Resume demonstrating the required experience and skills to: [info@sowib.org](mailto:info@sowib.org) with **S. Douglas HIPPO YEA** " in the email subject line.