



HVCC offers a safe environment where our youth develop and strengthen positive values and behaviors through responsive programming, community service learning, and meaningful opportunities that inspire them to reach their full potential.

Social Emotional Learning Specialist

POSITION TYPE

Part-Time/Full-Time

REPORTS TO:

Executive Director

PAY RATE

\$38,563 - \$44,928
(\$20.60 - \$24.00/hr)

BENEFITS

Available health, dental, vision, and life insurance, short-term disability
401K retirement
Fair and equitable hiring practices
Opportunities for advancement
Annual salary-based bonus

REQUIREMENTS

Must be at least 21 years of age

Must be able to pass a background check and drug screening

Must be able to obtain and hold CPR/First Aid certification

Must have a valid Colorado driver's license and a clean driving record (CDL not required)

WORKING CONDITIONS

In-person position at HVCC facilities and various activity locations
Occasional travel within the SLV, as well as within the state, will be required
Typical work week is 36 hours
Tuesday - Thursday 10am to 7pm and Fridays 8am to 5pm. Occasional nights or weekends for event or program trips
Requires standing, sitting, walking, lifting, typing, and the physical ability to keep up with youth during activities, including physical activities

Overview

The Social Emotional Learning (SEL) Specialist plays a vital role in ensuring the safety, well-being, and positive behavior of participants enrolled in the Out-of-School Time(OST) program. This position will work closely with program staff, parents and guardians, and school personnel to support students in developing appropriate social skills, managing emotions, and resolving conflicts. The behavior specialist will provide targeted support and interventions to participants to promote social-emotional learning, positive behavior, and overall well-being. This position will be responsible for implementing behavior management strategies to students with behavioral challenges and collaborating with the program team to create a nurturing and inclusive environment.

Ideal Candidate

- Bachelor's degree in psychology, social work, counseling, education, or a related field
- 2-3 years of experience working with youth in an educational or youth development setting
- Knowledge of social-emotional learning principles, behavior management techniques, and trauma-informed practices
- Strong interpersonal and communication skills with the ability to engage and build relationships with youth, families, staff, and community partners
- Ability to remain calm under pressure and effectively de-escalate challenging situations
- Ability to provide empathetic and supportive guidance to participants, and address sensitive issues and challenges in a respectful and confidential manner
- Ability to motivate and provide guidance to youth through positive relationships
- Ability to organize and supervise participants to maintain a safe and welcoming environment
- Flexible and adaptable in ever-changing environment
- Ability to respond to feedback and incorporate it into practice
- Cultural competence and sensitivity to the needs and backgrounds of diverse student populations
- Excellent computer skills including: Office 365, Microsoft Suite, Canva, Productivity Management, Data and Attendance Management
- Ability to work independently and as part of a team with a collaborative and proactive approach to problem-solving
- Commitment to the organization's mission and values with a passion for making a positive impact in the community



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Social Emotional Learning Specialist

Job Duties and Responsibilities

Programs

- Develop and implement life skills and resilience-building programs in collaboration with the OST Coordinator that address a range of topics, including communication, decision-making, problem-solving, emotional regulation, goal-setting, and stress management.
- Design engaging and interactive curriculum and activities in collaboration with the OST Coordinator that are developmentally appropriate and responsive to the needs and interests of program participants, incorporating evidence-based practices and strategies.
- Facilitate connections and partnerships with local organizations, agencies, and professionals to expand access to resources and opportunities for program participants.
- Provide individualized coaching and support to students who may be struggling with social-emotional challenges or behavior issues
- Facilitate small group sessions focused on topics related to emotional regulation, conflict resolution, empathy, and self-awareness
- Develop and implement behavior management plans for students with identified needs, in collaboration with program staff and families
- Use positive reinforcement strategies, behavior contracts, and other techniques to promote positive behavior and reduce disruptive behaviors
- Collaborate with program staff to integrate social-emotional learning activities and lessons into the OST activities and curriculum
- Provide immediate support and intervention in crisis situations, such as conflicts between students or emotional outbursts
- Stay informed of best practices and trends in youth development, social-emotional learning, and resiliency-building programming, and participate in professional development activities to enhance knowledge and skills.

Community and Marketing

- Outreach via messages, print, social media, website, and other materials for successful implementation of programs in collaboration with Communications Coordinator.
- Ensure families, participants, and guests feel welcome, informed, and that hard conversations are handled delicately.
- Ensure internal and external communication adhere to the HVCC standard and style.

Data and Evaluation

- Collect data on student behavior, attendance, and social-emotional skills to monitor progress and evaluate the effectiveness of interventions
- Use data to inform decision-making and make adjustments to coaching strategies as needed

HVCC

- Counsel participants when social, academic, or other problems arise
- Uphold and support rules and policies that will lead to more positive student behavior
- Maintain professional and positive relationships with staff, youth, families and in the community
- Maintain confidentiality for parents, participants, staff and organization
- Contribute to events and activities that better HVCC
- Ensure the HVCC building and facilities are clean and safe for all of our participants and guests
- Complete HVCC training materials, and integrate HVCC standards in all OST activities, materials, and communications
- Utilize Restorative Justice and Positive Youth Development strategies with program participants
- Participate in activities and trainings to better the programs
- Accept temporary work assignments

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