

(KBFPC) REC Room Peer Mentor

Mission: *Kachemak Bay Family Planning Clinic provides broad access to reproductive health care services and education in a supportive and empowering environment. The REC Room facilitates healthy relationships, health education and healthy choices for youth in and around Homer.*

KBFPC & REC Room Core Purpose: *Accessible reproductive health and youth services*

KBFPC & REC Room Core Values: *Empowering (respectful) Accessible & Inclusive (compassionate)
Evidence-Informed (progressive, professional)*

Reports to: Youth Program Manager and REC Room Coordinator

Date: July 2022

Classification: Exempt

Status: Part Time, up to 6 hours/wk

Job Summary: *Plans, leads, and assists with REC Room programming for teens. Provides social, emotional and program support to peers. Collaborates with REC Room Coordinator and REC Room Assistant to facilitate day-to-day REC Room flow and maintain a culture of inclusivity. Reports to REC Room Youth Program Manager and REC Room Coordinator.*

About Peer Mentorship: *The best fit for this position is for someone who goes out of their way to make others feel comfortable, and can confidently interact with a wide range of personalities. Peer Mentors develop skills in leadership, collaboration, active listening, planning, and resiliency, many of which can prove useful in future educational and career endeavors.*

About the REC Room: *The REC Room, a free teen drop-in center for teens ages 12-18, is a youth program of Kachemak Bay Family Planning Clinic. It's a safe place for teens to hang out and feel welcome, as well as a space to learn about other resources, gain new skills, and create connections with other peers and safe adults.*

Essential Functions:

- With supervision, plans, executes and leads afterschool activities and programming relevant to positive youth development
- Engages with REC Room attendees in a positive and supportive manner, creating and maintaining a culture of inclusivity, equity, and kindness
- Assists in maintaining cleanliness and organization of REC Room space and materials
- Creates and promotes social media and blog posts about REC Room programs
- Participates in weekly check-ins with REC Room Coordinator
- Through research and discussion, builds knowledge and understanding of various topics that affect teens
- Researches quality programming and contributes new ideas to the REC Room space
- Keeps organized and accurate attendance records and gathers information as instructed
- Collaborates with and provides feedback and input to fellow employees and staff
- Attends and participates in meetings of REC Room Youth Staff
- Participates in regularly provided trainings that hone skills to effectively meet job goals
- Attends and participates in other required training and events as assigned
- Upholds KBFPC policy and protocols, including COVID mitigation procedures

Requirements:

- Between 14 and 18 years old

- Genuine commitment to contributing to safety, wellbeing and positive development of youth
- Willingness to be an effective employee and commit to performing duties
- Positive involvement in school and/or community, well-regarded by peers
- Able to maintain and respect confidentiality
- Schedule flexibility to meet job requirements
- Transportation to and from work

Skills:

- Demonstrates good judgment
- Navigates boundaries and appropriate behavior with peers and coworkers
- Listens well and is non-judgmental; is comfortable discussing “sensitive issue” subject matter
- Demonstrates healthy relationships and positive rapport with peers
- Respects and finds common ground with diverse populations of teens
- Communicates effectively with peers and coworkers; advocates for own needs
- Handles conflict appropriately on a team and in social settings
- Demonstrates organizational skills
- Reads, writes, and speaks clearly
- Works well independently *and* collaboratively

Compensation and Benefits:

KBFPC is as dedicated to the wellbeing of employees as we are to clients and program participants: we are committed to ongoing training and professional development as well as a team culture supporting diversity, dignity, physical and mental health, engagement, enjoyment, and a balanced life.

- Pay rate for this position: \$12.00/hour
- Employee Assistance Program offers free, confidential counseling and personal or professional assistance.
- All staff are eligible for 100% discounted clinical services at KBFPC.

General Information:

Any description of work is a picture of the major responsibilities of a position at a given point in time. Jobs are dynamic and assignments/priorities may change. The primary purpose of this description is to outline and communicate key tasks and expectations for the position; it does not imply or create a contractual relationship. KBFPC is an at-will employer.