



Job Description

Position: Stand with Trans Youth Advisory Board lead facilitator

This is a paid part-time hourly position. The rate is \$25/hour and the number of hours per month varies although the average is about 20 hours per month.

Location: SE Michigan/Hybrid

About

Stand with Trans (SwT) is a Michigan 501c(3) non-profit with a mission of empowering and supporting transgender youth and their loved ones with a nationwide reach. The **Youth Advisory Board (YAB)** is a group within SwT that offers opportunities for trans youth across North America to provide insights and opinions for what they'd like to see from the non-profit in terms of support. Being a YAB member comes with a pivotal role to help shape the direction that SwT is going in in providing services and community support to trans youth- ultimately allowing them to make a positive difference for the community!

Additionally, YAB members have access to gaining hands-on opportunities to advocate for the rights of trans youth through different initiatives as well as access to leadership development opportunities and workshops.

The YAB is made up of facilitators that ensure members get the most out of their development as leaders for their own communities.

YAB Mission Statement: Our mission is to champion the rights of trans youth, advocating for gender inclusivity and respect, and honoring the individuality inherent in each of us.

YAB Goal Statement: Through sharing resources, educating communities, and fostering connections, we will help to build a strong foundation for transgender youth to flourish.

Key Responsibilities:

- **Project management - ensuring members are hitting deadlines and doing what they can on any events or YAB initiatives**
- **Lead the meetings**
- **Create the meeting agenda**
- **Oversee youth committees on board**
- **YAB outreach/collaborations**
- **Leading YAB recruitment**
- Following up with members outside of meetings and doing check-ins on how they're doing (especially if they need to take a hiatus)
- Email correspondence with SwT staff/board

- Securing/determining workshops and trainings for youth
- Manage youth participation hours and invoices
- Following up with members outside of meetings and doing check-ins on how they're doing (especially if they need to take a hiatus) and documenting their status
- Project management - ensuring members are hitting deadlines and doing what they can on any event plannings or YAB initiatives

Qualifications:

- Experience working with LGBTQ+ youth (ideal: trans and nonbinary youth)
- Experience providing oversight or project management, strong organizational and time-management skills
- Is proactive, having the ability to problem-solve, and use either prior facilitation experience or youth/facilitator input to improve YAB operations.
- Regularly use email and Discord for communication with youth
- Experience or willing to learn how to do grant prospecting
- Availability to meet during business hours for any meetings regarding YAB

If interested, please send your cover letter and resume to roz@standwithtrans.org