

Organization: **Youth & Family Services (YFS)**  
Department: **Family Support and Advocacy Services**

Position: **Girls Health Connections Advocate**  
Status: **Full-Time**  
Reports to: **Health Advocacy Coordinator**  
Location: **Rapid City, SD**

**Work Schedule:**

Work Days: Monday through Friday  
Hours/Week: 40

Non-smoking work environment. Wage DOEQ. E.O.E.

**Benefits:** YFS strives to provide its employees with top-quality benefits. YFS employees are offered medical, dental, vision, long-term disability, and life insurance as well as multiple paid holidays, paid vacation and sick leave, 401K and retirement/pension options, discounts at select local businesses and more! Click here to view a copy of our [Benefit Synopsis](#).

**Minimum Qualifications:** Bona fide occupational qualification (BFOQ): Female employee who can provide mentoring, role-modeling, and supervision of activities that may include a need for privacy. BFOQ: Tobacco non-user (this does not refer to use in prayer, as in American Indian ceremonies and offerings). Bachelor's degree in social sciences, human services, or related degree required. Obtaining CHW certification may be required. Professionalism in the form of punctuality, confidentiality, dependability, creativeness, role-modeling, mentoring, and resourcefulness. Effective networking with community resources. Good computer/word processing skills. Good interpersonal and communications skills in working with children, youth, co-workers, parents, and general public. Current vehicle liability insurance and a valid driver's license required. Willingness to submit to random drug and alcohol testing in accordance with performance standards and the Substance Abuse/Misuse Policy for Safety Sensitive Positions & Employees Driving Children.

**Essential Functions:**

- Provide case management services for girls and young women in a timely manner, including intake, assessment, case plan development and implementation, and support services. Engage in creative, effective problem solving. When appropriate, facilitate a girl's ability to case manage herself.
- Provide role-modeling, mentoring, and supervision of program activities. Such activities could include overnight camping, swimming, relationship building, and other girl's privacy related activities.
- Develop and maintain a detailed knowledge of and good working relationships with community agencies and schools.
- Participate in community outreach activities to find and generate referrals of school-age girls for case management.
- Offer and provide referrals to necessary community resources to meet the needs of program participants.
- Transport clients as needed for appointments and case management.
- Conduct home visits and secure the support/involvement of girl's family/significant others as needed to ensure successful outcomes and provide education for family members/guardians on community resources.
- Maintain appropriate detailed records of case management and maintain accountability for program objectives and recording procedures.
- Maintain a working knowledge of the needs of girls and the ability to be responsive to those needs.
- Assist Program Director and Program Coordinator by identifying and documenting issues in the availability and delivery of services for girls. Keep supervisor informed in all aspects of the advocate role.

**Additional Functions:** Participate in staff meetings, training, and all agency in-service sessions. Act in accordance with purpose, philosophy, values, goals, policies, and procedures of YFS. Promote and support all YFS programs and services. Perform additional duties as assigned by supervisor.

**Environmental Functions:** Perform duties at large in the community within school/service provider facilities. Ability to lift up to 50 lbs.

**How to Apply:** For consideration, an application for employment must be submitted to the YFS Human Resource Department. Application may be downloaded at: <http://www.youthandfamilyservices.org/careers/>. Please note that resume only will not be accepted.

**How to Submit Application:**

By email

In person or by mail: Youth & Family Services, 1920 N. Plaza Blvd., Rapid City, SD 57702

Other location: One Stop Career Center

**Any questions? Call HR Team at 605-342-4195!**