Position title: Youth Development Program Coordinator  
Status: Regular full-time  
Department: Education  
Reports To: Director of Education  

SUMMARY DESCRIPTION:  
Mystic Seaport Museum is seeking a full-time, year-round dynamic Youth Development Program Coordinator to help develop, launch and manage programming for the new Center for Experiential Education at Mystic Seaport Museum. The mission of the Center for Experiential Education is to engage under-resourced youth in experiential maritime education anchored in positive youth development to help them enhance their social, emotional, and leadership skills. The Youth Development Program Coordinator will help recruit youth participants, implement staff and participant training on leadership and positive youth development, and create and help deliver engaging programming. Successful candidates are energetic role models who enjoy working with youth and having fun while at work. Programming with the Center for Experiential Education will include Positive Youth Development programming, marine science, boating, and sailing; astronomy and navigation with the Museum’s Planetarium, boat building and a Counselor-in-Training program at the Museum's Sailing Center.

Essential Job Functions  

Youth Development  
- Provide opportunities for youth leadership, voice, and empowerment  
- Create and maintain a safe space for youth and implement strategies for social emotional wellbeing  
- Design and facilitate highly engaging, rigorous learning experiences with resources and scaffolds that allow students to lead their own learning.  
- Continually seek additional knowledge and new approaches in Positive Youth Development.

Participant Recruitment and Community Engagement  
- Work with partner schools and community organizations to recruit youth to participate in the Center for Experiential Education programming.  
- Engage in community outreach to build and maintain relationships with a diverse array of organizations and individuals to further goals of the Center for Experiential Education.

Program Management and Operations  
- Research, develop, plan, and implement age-appropriate outcome based programs for children and youth based on a Positive Youth Development framework.  
- Provide mentorship and support to assist participants in addressing presenting issues and motivate youth in their decision making process.  
- Participate in planning, implementation and staffing for all youth programming, including weekend and weekday evening events  
- Facilitate staff trainings and monthly meetings around effective positive youth development practices

Qualifications  
- Bachelor’s degree in education, human/social services, youth development, or other relevant field  
- Experience in youth development/youth services with proven ability to engage and motivate youth of varied backgrounds  
- Knowledge of positive youth development and the ability to work with the most vulnerable populations  
- Excellent verbal and written communication skills  
- Strong ability to motivate youth and manage behavior problems in a positive manner  
- Ability to relate to youth while also maintaining professional distance  
- Strong leadership and mentor skills  
- A self-starter with strong organizational and time management skills  
- Grounded and flexible

HOW TO APPLY:  
Please submit an online application at www.mysticseaportmuseuminc.appone.com. Applications are due October 1, 2021.