



## **Title: Opportunities for Youth Caseworker/Navigator**

**Location of Job:** Oxnard

**COMPENSATION:** \$20-\$24/hr–based on qualifications

**Hours of Work:** Full-Time at 40 hours/week

**Benefits:** Health insurance plus Dental and Vision, 5 Paid Time Off Days, 11 holidays & 2-week winter break, 403B retirement plan

### **How to Apply**

- Email your Cover Letter & Resume to Leticia Sandoval, Program Manager, at [hr@mixteco.org](mailto:hr@mixteco.org)
- Make sure to 1) let us know which languages you speak, read, and write, and 2) highlight in your Cover Letter how your work or life experiences make you the best person for taking on the responsibilities listed above and working with this particular community.
- You will receive an email or phone call ONLY if we decide to schedule an interview or if we have follow up questions.

**Deadline to apply:** until position is filled

**Position Duration:** until end of December 2022, with possibility of extension

### **Organization Description**

Founded in 2001, Mixteco/Indígena Community Organizing Project (MICOP) supports, organizes and empowers the indigenous migrant communities of California's Central Coast through improved access to health and community resources, community organizing, language interpretation, education, direct assistance, cultural promotion, and our indigenous-led Radio Indígena community radio station. This position is located at our Oxnard office. MICOP offers a fast-paced, multilingual and multicultural work environment dedicated to carrying out our mission.

### **Program Summary**

MICOP's Opportunities for Youth (OFY) program takes a trauma-informed, youth-centered approach to supporting indigenous & non-indigenous Undocumented Unaccompanied Minors living in Ventura & Santa Barbara Counties. A majority of the youth, , experience trauma due to a number of reasons, including arriving in the US after being forced to leave their home countries, being held in immigrant detention, being separated from their families, the isolation of living in a new country, as well as the pressures of navigating the US immigration system.. The need for access to resources, advocacy, and follow up is extensive for both youth and their sponsor. The OFY Caseworker/Navigator is responsible for providing emotional and concrete support to undocumented, unaccompanied minors, as well as helping design and implement best practices that strengthen family resiliency and family reunification.

### **Key Responsibilities**

- Meet with youth to assess and identify their needs
- Build relationships & trust with participants
- Provide emotional support to youth and their sponsors in collaboration with the OFY Mentor
- Work with participants to write & complete a plan of action to set and reach their goals
- Help participants navigate and gain access to community resources, including follow-up
- Identify and partner with local community resource providers

- Work closely with OFY Youth Mentor to support youth
- Assist in creating and implementing workshops and reunions for youth and their sponsors
- Coordinate and partner with MICOP's immigrant legal services team
- Write progress notes and progress reports + data entry
- Other duties as assigned.

## **QUALIFICATIONS**

- Have relevant experience with casework and trauma-informed care
- Have experience working with youth, especially migrant children or those separated from their families
- Speak an Indigenous language from Mexico
- Read and write well in both Spanish & English
- Listen with empathy and compassion
- Take initiative and a strategic approach to problem solving
- Excellent interpersonal & communication skills
- Ability to work well on your own & as part of a team
- Proficient at MS Office (Word & Excel)
- Have a passion for supporting & empowering our indigenous migrant community
- Flexible schedule with the ability to work evenings and weekends, when needed