



Opportunities for Youth Navigator

Title: OFY Navigator

Location of Job: Oxnard AND Santa Maria (1 position in each city)

Compensation: \$20-23/hr–based on qualifications

Hours of Work: Full-Time (0.75 FTE) at 30 hours/week

Benefits: Health insurance plus Dental and Vision, 5 days Paid Time Off (PTO), 11 holidays, & 2-week winter break (2 holidays are included during this time), 403B retirement plan

Deadline to apply: until position is filled

Duration: until June 30, 2023

How to Apply

- Email your Cover Letter & Resume to Leticia Sandoval, Program Manager, at 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.

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.

Key Responsibilities

- Research local resources to support and assist youth and their sponsors (may include travel off-site)
- Provide follow up for connections to resources
- Create and facilitate life skills workshops for youth and sponsors
- Develop and nurture relationships with community partners
- Arrange for guest speakers at workshops
- Work closely with OFY caseworkers & mentors to make sure youth are receiving best care and resources available
- Oversee delivery of resources to youth in collaboration with OFY caseworkers
- Assure that resources are appropriate, available, and implemented correctly
- Create resource materials for families to reference
- Other duties as assigned

Navigator Requirements:

- Provide compassionate, culturally responsive, trauma informed support to OFY families (customer support??)
- At least three years of experience of resource navigation
- Strong interpersonal and negotiation skills demonstrated by a positive attitude, pleasant, professional and cooperative demeanor, with patients, physicians, fellow employees, and insurance companies
- Ability to maintain confidential records and notes
- At least two years of experience working on a multidisciplinary team
- Knowledge & experience working with Indigenous migrant families
- Knowledge and experience working and referring to county agencies and other social service nonprofits
- Ability to read, write, and speak English and Spanish required
- Ability to speak an indigenous language like Mixteco or Zapoteco is also desirable
- Willingness to work nights or weekends when needed
- Proficient in Microsoft Excel, Word