



Position Title: Community Outreach Worker- Part Time

Reports To: Community Program Manager

Position Type: Part Time/Non-Exempt/In-person

For over 50 years, The Harbour, Inc. has provided emergency housing, transitional living programs, and supportive resources to youth experiencing homelessness in the Chicagoland region. We are seeking a collaborative, open-minded, and creative professional to join our quest to empower youth, promote individual safety, stability, and personal growth, and build an innovative workplace culture.

General Summary:

The Outreach Worker is responsible for engaging youth and community stakeholders through outreach efforts, supporting program development, recruiting host families, and increasing community awareness of The Harbour's services. This role plays a key part in connecting youth to resources and expanding the agency's reach within the community.

Direct Service:

- Provide outreach to youth and stakeholders through mail, phone, and in-person engagement
- Gather outreach data as required
- Assist in connecting youth to services and resources
- Support implementation of gateway services at schools, police stations, and community organizations
- Develop and implement programs with community organizations and partners to distribute hygiene kits and other outreach materials.
- Assist in the creation and coordination of community awareness events
- Support agency outreach plans and initiatives as assigned

Documentation:

- Document outreach efforts and stakeholder engagement activities
- Any documentation requested by the grantee to maintain compliance

Teamwork:

- Collaborate with internal staff and external partners to coordinate outreach activities
- Participate in recruitment of host families
- Represent The Harbour at community events as assigned

Professional Growth:

- Participate in agency trainings and professional development opportunities
- Stay informed on best practices in outreach, youth engagement, and community partnerships

Other duties that support the mission of our agency

Requirements:

- High school diploma/GED with relevant experience preferred
- 21 years or older
- Bilingual (Spanish/English or other languages) preferred
- Excellent verbal and written communication skills
- Strong organizational skills
- Flexibility in scheduling, attending events on nights and weekends- 20 hours per week.
- Computer proficiency
- Ability to build positive relationships with youth, adults, and community groups
- Ability to speak to groups with comfort and confidence
- Ability to work as part of a multidisciplinary team
- Ability to lift to 25 pounds and move items as needed
- Valid Illinois driver's license, current auto insurance, and a reliable vehicle required

Preference given to candidates with lived experience relevant to the population served.

Compensation & Benefits Package

The Harbour, Inc. offers a comprehensive package including competitive pay and benefits to attract and retain the best talent to further the Agency's mission. **Salary:** \$20.18-23.73/ hour

Required Background Check:

Employment at The Harbour, Inc. is contingent on passing a background check. All candidates must undergo and pass a background check before an employment offer is extended.

The Harbour, Inc. is an Equal Opportunity / Affirmative Action employer. All qualified applicants will receive consideration for employment without regard to race, color, ethnicity, religion, sex, sexual orientation, gender identity, national origin, age, marital status, physical or mental disability, protected veteran status, genetic information, or any other legally protected status, in accordance with applicable federal, state and local EEO laws.