



Job Posting

Youth Achievement Center Project Manager

Position: Youth Achievement Center Project Manager

Reports to: Dominique Davis, CEO

Position type: Full-time, non-exempt, standard days and hours of work are Monday through Friday, 8:30am - 5:00pm with flexibility to work some evenings, weekends, and holidays as necessary.

Compensation: \$89,000-\$110,000

Note: Funding is secured for 9-months with the intention to secure additional funding to make this an ongoing role.

Benefits: Generous PTO, medical, dental, flexible schedule

Start date: Immediately

What Community Passageways Stands For

Community Passageways exists to eliminate the need for the criminal legal system for youth and young adults. To do this, we create alternatives to incarceration for youth and young adults based on committed relationships centered on love, compassion, and consistency. We use community to heal community, planting seeds of hope, self-respect and vision to unlock the promise of our youth while fighting to dismantle the systems of oppression that threaten to take that promise away.

Why We Matter

Over the last 20 years, we have seen a sharp decline in the number of young people in detention across King County. But even as the overall number decreased, our current juvenile legal system has a disproportionately harmful impact on youth of color, particularly Black youth. While only 10% of King County's 2 million residents are Black, they now make up almost half of the detention population on any given day and more than half of felony offenses.

In the last three years, Community Passageways has referred over 200 young people with felony charges with the aim of diverting their charges and keeping them in the community. In the end, most of them spent no time in detention and the average young person saw an 80% reduction in their length of sentencing. The young people kept in the community through their dedication and our support have gone on to enroll in college, start businesses, graduate from high school, and help rebuild our communities.

Who We Are

We employ people from the community who share similar racial, cultural, and socio-economic backgrounds with our young people and who have lived experience navigating the full spectrum of the school-to-prison pipeline to act as credible messengers and Ambassadors. Our Ambassadors work with heart, humility, and compassion, to lead community and school-based healing circles, individual and family case management, court advocacy, and youth leadership opportunities.

Project Description

The Youth Achievement Center (YAC) project is a mixed-use development being designed by and for young people in South Seattle. This project will serve youth between the ages of 13-24 who are facing barriers in the form of systematic oppression, those typically labeled "at-risk," on the South End of Seattle by providing emergency overnight housing, permanent affordable housing, and associated wraparound supportive services. The wraparound services supporting building residents will include access to counseling, case management, job training, education, and healing services, all aimed at promoting the holistic development of Black and brown youth who are at-risk of systemic oppression such as mass incarceration, homelessness, or other forms of state-sanctioned and interpersonal violence.

The project will be two 5-story buildings with 45,000 square feet providing dwelling units, dorm style housing, community rooms, cafeteria, and space for support services on South Angeline Street next to the Columbia City Light Rail Station. Africatown Community Land Trust is the development partner working with Community Passageways and Creative Justice. The program and conceptual design are completed, a funding plan and rough project schedule are in early stages, and the entitlement process has not begun.

Project History

Through their work with South Seattle youth, Community Passageways (CP) and Creative Justice (CJ) heard from their youth constituencies about the importance of and need for a space specifically dedicated to addressing the challenges faced by Black and brown youth. This drove the organizations to support their youth in creating a grassroots advocacy campaign to successfully convince Sound Transit to transfer two parcels of transit-oriented development sites to the community to be developed as the YAC. With the land transfer in process, CP and CJ brought Africatown Community Land Trust into the YAC development coalition to serve as the community-centered real estate developer. Ultimately, CP will be the owner and, alongside CJ, they will be the end-users of the facility and will be responsible for developing and managing the operations, programming, and services of the center.

Job Summary

The Youth Achievement Center Project Manager (PM) is accountable for leading a community-driven design and construction process alongside Africatown Community Land Trust. Strong project management background with experience leading significant design and construction projects involving diverse stakeholder groups, including youth and young adults, is

required. The YAC PM will possess exceptional problem-solving skills coupled with the ability to think strategically and analytically about project delivery, process, and facility challenges while maintaining values alignment at every stage of the project. The YAC PM will be skilled in engaging stakeholders ranging from young adult constituents, front-line staff, and executive leadership and will manage the project schedule, decision making process, and communications , ensuring project goals and objectives are met within the agreed upon time, scope, and budget. The PM will facilitate the process of developing, executing, resolving issues, communicating, and driving the final results of the project.

Qualifications

The minimum qualifications listed below (along with education/experience) are representative of the knowledge, skills, and abilities needed to perform this job successfully. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential duties and responsibilities of this position.

Required Education/Experience

- Bachelor's Degree or equivalent experience
- Minimum of 3-5 years related experience coordinating or managing significant planning, design, and construction projects
- Strong understanding of supportive housing design, especially as it relates to young people ages 13-24
- Competency with collaborative group facilitation in order to drive planning efforts and decision making
- Develop realistic project plans with clear timelines, key milestones, deliverables, resources,
- Experience working with multiple stakeholders including non-profit community organizations, young people, funders, elected officials, government agencies, businesses, local residents
- Skilled in identifying, evaluating, and mitigating risks that may impact project outcomes
- Ability to work with technical experts (i.e. architects, engineers, planners, etc)
- Managing public and private grants reporting requirements
- Experience aligning and working with coalition partners in maintaining vision and mission
- Demonstrated ability to work with people from various generational, racial, ethnic, cultural, and economic backgrounds and varied lived experiences

Preferred:

- Project Management Professional (PMP) Certification
- Experience with the City of Seattle building permit entitlement process
- Demonstrated experience in managing and completing capital projects within scope and budget

- Demonstrated experience working with and developing, negotiating, and executing contracts with contractors/ construction managers, consultants, and other purchased services
- Experience with project management software

Knowledge, Skills, and Abilities

- Enthusiasm and commitment for a youth-driven design process
- Excellent communication and interpersonal skills – the ability to navigate strong and productive relationships quickly with a diverse group of people and communication styles
- Works on assignments with minimal direct supervision
- Proven ability to work and build positive relationships across a variety of audiences and perspectives
- Ensure stakeholders are informed and engaged throughout the life of the project
- Natural curiosity and ability to ramp up quickly in new content areas, leveraging the expertise of others
- Strong analytical skills, particularly in breaking down complex and ambiguous problems

Required Credentials

- N/A

How to Apply

To apply, please send a cover letter explaining your qualifications and interest to develop the Youth Achievement Center in the position and a résumé showing your relevant experience to christina@communitypassageways.org. Review of applications will begin January 10, 2022 and continue until the position is filled. People of Color and those who have experienced incarceration are encouraged to apply.

Equal Opportunity Employer

Community Passageways is an Equal Opportunity Employer (EOE). Qualified applicants are considered for employment without regard to age, race, color, religion, sex, national origin, sexual orientation, gender identity, disability, veteran status, or any other class protected by law. Assistance and/or reasonable accommodations during the application process are available to individuals upon request. To request assistance or accommodation, please contact christina@communitypassageways.org.