



Youth Ministries for Peace and Justice, Inc. FEC Family Advocate Job Description

Family Enrichment Centers

Youth Ministries for Peace and Justice, Inc. is seeking a Family Advocate for a Family Enrichment Center that will be opening in the Parkchester/Soundview neighborhood. Family Enrichment Centers (FEC) are warm and welcoming community gathering places where any family or individual can come for support, information, and to participate in and/or lead activities (called “offerings”). Each FEC is a unique, home-like setting designed with and for community members where they can connect as neighbors, contribute to their community, and support one another. FECs are based on the premise that community members design and drive the FEC’s activities or offerings. The FEC works with families and community members to develop offerings that promote one or more of family protective factors to increase well-being. The seven protective factors include the five in the Center for the Study of Social Policy’s protective factor framework ([review here](#)), as well economic mobility and relationships in the community.

FECs build on family and community strengths, are guided by the community’s interests, dreams, goals, and desires, and do so without being intrusive or using a case management approach. FECs do not follow a traditional social service delivery approach. They are 100% voluntary, safe spaces that welcome all, and respect each person’s privacy and their ability to decide how, when, and how often to interact with an FEC.

Who We Are

Founded in 1994, The mission of Youth Ministries for Peace and Justice (YMPJ) is to rebuild the neighborhoods of Bronx River and Soundview/Bruckner Boulevard in the South Bronx by preparing community members to become prophetic voices for peace and justice. We accomplish this through political education, spiritual formation, and youth and community development and organizing. Guided by a prophetic faith, YMPJ’s purpose is to transform both the people and the physical infrastructure of blighted South Bronx neighborhoods and change the systems that negatively impact them.

Position Overview

The Family Enrichment Center (FEC) Family Advocate supports the FEC Director with day-to-day operation of the Family Enrichment Center, while building relationships with community members and organizations. The Family Advocate builds connections using a warm and patient communication style, and uses a strengths-based and community-driven approach to organizing and collaborating. Responsibilities include building partnerships with community members and stakeholders, co-designing and delivering relevant offerings, engaging in advocacy, and continual collaboration with the FEC Advisory Board.

Responsibilities include but are not limited to:

Reporting to the FEC Director

- Work collaboratively with local organizations and community leaders
- Develop and nurture collaborative and effective relationships with community stakeholders
- Represent the FEC at community events and venues
- Interact regularly and frequently with the community members
- Facilitate offerings in response to community priorities, needs or interests
- Collaborate with the Advisory Board to co-creates surveys to understand community interest in offerings
- Use Appreciative Inquiry and other strength-based tools to engage community members in co-designing offerings
- Help community members connect to resources or services the FEC is unable to provide
- Advocate for community members in order to connect participants to relevant resources
- Create monthly calendars, website content, and other outreach tools to promote and document offerings
- Engage in data tracking and analysis, and compiling written reports for external stakeholders

Required Skills

- Knowledge of – and commitment to – the Parkchester/Soundview community
- Outstanding community organizing, collaboration, and advocacy skills
- At least five (5) years of experience living and/or working in the Bronx



- At least two (2) years of experience working with children and families
- Outstanding communication, interpersonal and organizational skills
- Ability to stay calm and poised under pressure
- Knowledge and experience working in the South Bronx communities

Preferred Skills

- Knowledge of one or more of the FEC frameworks (equity, co-design, Appreciative Inquiry, Family Protective Factors) or other frameworks/approaches with similar components
- Fluency in a language other than English commonly used in the Parkchester/Soundview community (ie. Spanish, Bangla, French, etc.)

Degree & Experience Qualifications

- Baccalaureate Degree and at least three (3) years of professional experience, or a High School Diploma and at least five (5) years of professional experience
- Professional experience should be in community-driven-programs working directly with children, youth, and families
- Excellent writing and speaking skills

Start Date

Immediately (and in person)

Compensation: \$50,000 - \$60,000; Comprehensive Health Insurance; 40 hours/week; vacation and sick pay

How to Apply

To Apply: Please email your cover letter and resume to Norma Saunders, Family Enrichment Center Director at nsaunders@ympj.org. Only short-listed candidates will be contacted.

Youth Ministries for Peace and Justice, Inc. is an Equal Employment Opportunity Employer