

Catholic Charities

Diocese of Nashville

JOB POSTING

Refugee Youth Specialist- Part Time

Catholic Charities has openings for afterschool staff in the Refugee Youth Program in its Refugee & Immigration Services Department. This position is part-time, approximately 16-20 hours per week based the Catholic Pastoral Care Center at 2806 McGavock Pike, Nashville, TN 37214. Hours are in the late afternoon/early evening, Monday through Thursday.

Primary responsibilities include conducting trauma-informed, literacy-focused, after-school and summer programming for groups of refugee youth who have been resettled in the Nashville area; providing transportation to and from program activities using agency vehicles; maintaining compliance with childcare regulations and agency policies; and maintaining accurate program records.

Education/Experience:

- High School Diploma or equivalent.
- Prefer prior experience working with refugees and/or youth.
- Prior experience tutoring or teaching is desirable.

Other Skills or Requirements:

- Must be at least 21 years old.
- Must have valid driver's license and clean driving record (no accidents or tickets).
- Knowledge of child behavior and development.
- Ability to work under pressure and with people from other cultures/countries.
- Excellent interpersonal skills.
- Sufficient maturity for providing leadership to children.
- Trauma training certification or experience is desirable.
- Bilingual in any refugee foreign language is helpful.
- Must work effectively and cooperatively with others.
- Good knowledge of community resources as it relates to refugee youth.
- Willingness to submit to and render a clear criminal background screening.
- Prefer current certification in CPR with knowledge of basic first aid.
- Must be able to drive agency-owned minivan or bus to transport children.

Please email resume and cover letter to Banjor Musa at bmusa@cctenn.org.

Catholic Charities, Diocese of Nashville is an equal opportunity employer. All applicants with disabilities will not be discriminated against because of their disability. EEO/VEVRAA prohibits discrimination of protected veterans under Section 503.