



Career Transition Specialist

Liberated Success centers on the needs of Black students, families, and educators to provide the tools for young adults to have career success. Through workforce development, intentional career exploration activities, experiences, and counseling support, young adults ages 14 - 24 will have the self-determination to make a liberated career choice. We aim to disrupt the lack of opportunity, economic mobility, and social capital that so many students experience in transitioning from school to work. We are creating an intergenerational community that promotes wellness in the workplace.

SUMMARY STATEMENT:

The Career Transition Specialist will be responsible for traveling throughout the greater New York City area working in local high schools providing career and personal development workshops. This part-time role will be 20 hours per week at \$25 per hour. A flexible schedule, consisting of a hybrid work environment, from home and or in the community.

ESSENTIAL FUNCTIONS:

- Collaborate on the creation of career & personal development workshops for youth.
- Co-facilitate weekly youth career & personal development in-person workshops at local middle & high schools in the NYC area.
- Develop internship partnerships for youth.
- Edit and create content for social media.
- Participate in the organization and attend college tours.
- Co-manage a caseload of students who attend various high schools and assist in their transition process.
- Maintain a high level of customer service satisfaction in the relationship with school-based personnel.

JOB REQUIREMENTS:

- Currently enrolled in a graduate school vocational rehabilitation program, mental health, or school counseling program.
- Ability to create your own graduate school practicum/internship experience.
- Knowledge of New York City High Schools.
- Some work experience and education in the human services industry or working with people with disabilities.
- Interest in having a career in working with young adults with disabilities.
- Strong interpersonal skills, and ability to engage young adults, the community, and businesses.

TECHNICAL SKILL:

- Knowledge of learning management systems and online meeting platforms.
- Excellent written and verbal communication skills.
- Ability to work independently and collaboratively with all levels of the organization and external stakeholders.

Employment is contingent upon passing a background check.
Submit resume and letter of interest to info@liberatedsuccess.org