



Are you on board?

YOUTH ENGAGEMENT COORDINATOR

Boston Harbor Now (BHN) is an organization committed to re-establishing Boston as one of the world's truly great coastal cities – ensuring a vibrant, welcoming and resilient Boston Harbor, waterfront and islands for everyone. This is an exciting opportunity to join a diverse team of talented individuals who work closely with public agencies, communities, and private and non-profit partners.

Organizational Overview:

Boston Harbor Now is a non-profit organization committed to equitable access, climate resiliency, and the Harbor's role in the health and economy of our region. As the legislated partner of the National Parks of Boston and the City's partner for the Harborwalk, BHN encourages people to explore Boston's diverse natural, historical and cultural resources by promoting and hosting hundreds of free and low-cost recreational cultural and social events. BHN partners with the City of Boston and waterfront communities to prepare for sea-level rise, while promoting outstanding waterfront open space, and partners with a suite of community-based youth serving organizations to promote city-wide access for Boston's rising generations.

Boston Harbor Now and the National Parks of Boston (NPB) collaborate to engage youth with meaningful experiences year-round. This position will report directly to the Education & Youth Engagement Program Manager and will be integrated within the NPB Education, Youth and Volunteer Engagement Program. The Youth Engagement Coordinator should have excellent communication capabilities, logistical planning skills, experience with effective youth programming, and familiarity with partnerships.

Position Summary:

Boston Harbor Now's Youth Engagement Coordinator will collaborate with a variety of partners to successfully engage local youth with their Boston national and state parks. The incumbent will coordinate, develop, implement and evaluate 1) facilitated school year and summer programming, 2) a variety of year-round youth employment and development programs, and 3) self-guided digital and print youth activities. All programming will be facilitated in-person.



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Scope of Work:

The Youth Engagement Coordinator should be able to work effectively in collaboration with youth and community partners. Specific responsibilities associated with this job include:

- Coordinate, organize and develop programs and logistics dedicated to increasing youth access to Boston's public lands, including development and promotion of self-guided opportunities
- Plan, facilitate, evaluate and refine place-based and self-guided learning experiences with Boston Public Schools students and out-of-school-time learners centered around Boston's natural, historical and cultural resources
- Communicate with teachers from Boston Public and Charter Schools to coordinate education programs focused on sites in and around the harbor
- Coordinate and manage the budget of a summer recreation program called Hill to Harbor Discovery Camps in close partnership with Greater Boston YMCA and other youth serving organizations
- Support in hiring and training seasonal staff to support Hill to Harbor Discovery Camps
- Support Hill to Harbor Youth Conservation Corps, a summer youth employment and development program focused on engaging young people in a public engagement through co-facilitation of Hill to Harbor Discovery Camps
- Provide strategic alignment of community outreach and youth engagement initiatives, coordinating a targeted approach to engaging schools and youth-serving organizations across Boston's neighborhoods
- Integrates 21st century education practices and competencies into teaching and facilitation strategy to effectively engage youth and community partners
- Manage a credit card and track and document purchases with a high attention to detail

Desired Qualifications:

Successful candidates should be energetic, motivated, and highly organized. Individuals should possess excellent oral and written communications skills, a desire to work with young people, and the ability to navigate complex partnerships both internal and external to the park. The candidate will need to understand and respect the diverse needs of Boston Public Schools students while considering and carrying out programmatic goals. In addition, successful candidates possess the following qualifications:

- A familiarity with facilitating youth engagement and development experiences with a variety of partners
- Demonstrated experience working with teams and collaborating efforts across multiple partners



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- Ability to contribute to multiple projects simultaneously, work within tight deadlines and prioritize work as necessary
- Ability to speak effectively with groups and write effectively for a wide variety of audiences
- Comfortable working independently and collaboratively as a key member of a small, fast-paced team
- Attention to detail and process
- Proficient in Microsoft Office and other platforms used to coordinate complex teams, *e.g.*, Google Drive, Teams, SharePoint, Zoom
- Familiarity or working knowledge of InDesign, Photoshop, Canva, or other visual design software a plus
- Fluency in another language(s) a plus
- Flexibility to be able to work evenings and weekends, as needed

Benefits and Salary:

The starting salary range for this position is \$52,000 - \$58,000, and aligns with federal salary rates based on the complexity of work. The salary is competitive and will be commensurate with experience and includes a benefits package, including medical, dental, life and disability insurance, flexible spending accounts, vacation, sick and personal time, as well as the option to participate in our 403(b).

How to Apply:

Please send your resume/CV and cover letter to employment@bostonharbornow.org. Please use the Subject line "Youth Engagement Technician (your last name)" in your email. No phone calls please.

About Boston Harbor Now:

Boston Harbor Now works at the intersection of people and nature to advocate for open space, public infrastructure, and private sector development that will enhance public access to the Harbor and protect the City and the region from the impacts of climate change. We seek to activate the Harbor, reconnect it with Boston's neighborhoods, and protect water-dependent uses. We build and broaden the constituency for the Harbor by engaging people through diverse programs – promoting access to the waterfront and the Boston Harbor Islands National and State Park Area.

About the National Parks of Boston:

The National Parks of Boston is a constellation of three National Park Service sites – Boston National Historical Park, Boston African American National Historic Site and Boston Harbor



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Islands National and State Park. Established by individual legislation and designated purposes, the three units have come together as a unified and collaborative organizational structure. Sites associated with the National Parks of Boston include the Bunker Hill Monument, Charlestown Navy Yard, Dorchester Heights, as well as a variety of partnerships along Boston's "Trails to Freedom." In addition, National Parks of Boston contributes to the stewardship of Boston Harbor Islands and the Black Heritage Trail. To learn more about these three national parks, visit the parks' websites at www.nps.gov/bost, www.bostonharborislands.org, and www.nps.gov/boaf.

Commitment to Diversity, Equity, and Inclusion:

Boston Harbor Now is an intentionally diverse workplace. We are intentional about hiring, developing, and retaining people of color at all levels. We don't just accept differences – we celebrate them, we value them, we promote them, and we thrive on them for the benefit of our employees, volunteers, supporters, partners, and community. We recognize that people bring their personal histories to work and that we make better decisions when we include a wide range of experiences and opinions. Diversity refers not only to race and gender, but also to an array of human differences including: culture, ethnicity, geography, socio-economic position, ability, sexual orientation, background, perspective and more that exist in the community and are reflected in the workforce. We value using a race equity lens to manage the organization and create spaces for conversations on race and ongoing staff and board engagement and empowerment to redesign policies, practices, services and programs. Boston Harbor Now, and the Stone Living Lab, strongly believe that diversity plays an essential role in our mission, fostering innovation and creativity, attracting the best candidates to our team, and enhancing our ability to serve.

Boston Harbor Now is an equal opportunity and affirmative action employer.