Job Announcement

**Posted: February 1, 2024**

# State of Nevada

**Nevada Statewide Independent Living Council – Youth Outreach Specialist**

**Youth Outreach Specialist**

## The Position:

This position is a contracted employee with the Statewide Independent Living Council (SILC) and is not a Permanent State Employee position. This position is an at-will position and is contingent upon availability of funding and board approval. The expected start date of this position is April 1, 2024 and will work approximately 30-40 hours per week while grant funding is maintained. Salary starts at $20.97 hourly. The length of employment is expected to be at least through October 1, 2024, but will likely be extended depending on the needs of the Council and grant funding received.

The Youth Outreach Specialist will be responsible for educating youth, parents and professionals regarding Independent Living and transition from school, and the coordination and development of a Youth Action Council as a subsidiary of the SILC. This will include devising a strategic plan and policies that govern the Youth Action Council (YAC). It will also include travelling to rural Nevada locations to provide outreach and education at least once per month. The Youth Outreach Specialist will report to the Executive Director of the SILC and will provide quarterly updates to the full Council and collect data to compile a year-end report showing demographics and the number of participants involved in outreach.

The Council will reimburse for all travel expenses in accordance with the General Services Administration rates. Candidate must be able to travel by vehicle and/or air. Travel advances are allowed according to the State travel policy guidelines.

This position is unique to the Independent Living community and will be a statewide recruitment.

## Qualifications:

* 2 years of experience and/or post high school education either in Independent Living or advocacy, social services, psychology, business administration or other relevant knowledge.
* Demonstrated written and verbal communication skills, interpersonal skills, and facilitation skills
* Demonstrated ability to work with a degree of autonomy, exercising good discretion and judgment
* Experience in a computerized environment, with strong working knowledge of Android or iPhone accessibility applications, Word, Excel, Outlook and PowerPoint.

## Preferred Qualifications:

* Be at least 17 and under 32 with a disability
* Familiarity with IEP’s
* Knowledgeable of Americans with Disabilities Act (ADA)
* Leadership and/or management experience

## Special Requirements:

1. A pre-employment criminal history check and fingerprinting are required. Persons offered employment in this position will be required to pay for fingerprinting.
2. The ability to telecommute is required.
3. This position may require up to 75% travel.

## Please email a resume with 3 references and all inquiries to: Dawn Lyons

**Aging & Disability Services Division** [**dlyons@adsd.nv.gov**](mailto:dlyons@adsd.nv.gov)

***Resumes being accepted until March 22, 2024***