



Khmer Girls in Action

LIKE A LOTUS. WE RISE

1085 Redondo Avenue, Long Beach, CA 90804 phone: (562)986-9415 fax (562) 986-9416 www.kgalb.org

Job Title: YMEP Program Coordinator

Hire Date: Until filled

Terms: Part Time Employee

Pay Rate: \$22-25 per hr DOE

Benefits: Generous sick, personal, and holiday time off

Location: Long Beach, California

Khmer Girls in Action (KGA) mission is to build a progressive and sustainable Long Beach community that works for gender, racial and economic justice led by Southeast Asian and Khmer young women. KGA develops the leadership and power of Southeast Asian youth to lead campaigns to create social change.

Position Description: The program coordinator will be responsible for developing and alignment of the KGA's Young Men's Empowerment Program (YMEP) and Brothers, Sons, Selves Coalition. They will support KGA's academic support program, specifically to ensure all members are meeting the requirements for graduation and developing professional, educational or career development plans.

Develop KGA's Young Men's Empowerment Program (YMEP)

- o Develop a comprehensive action plan to train alums from the leadership pathway to lead YMEP
- o Provide political education, leadership skills, mentorship and coaching to alums overseeing YMEP and support youth members.
- o Develop a trainer's manual for future YMEP coordinators by consolidating and evaluating current core curriculum to Research and integrate political education materials as needed to enhance YMEP's curricula and with current political climate.
- o Support with alignment of KGA's programs, campaigns, organizational goals and BSS coalition work
- o through development of YMEP leaders
- o Engage in base building strategies for leadership pathway, focusing on recruitment and retention of YMEP members and parents
- o Nurturing relationships with members and collaborating with other staff in the holistic and academic development of members.

Support Brothers, Sons, Selves Coalition as a Long Beach Anchor Site (BSS)

- o Affirm KGA's role as an anchor organization of the coalition by supporting the coalition's political education, activities, and discussions to ensure Southeast Asian voices are included in the conversations around boys and men of color and ensure regional representation.
- o Ensure that the coalition advances a gender justice framework that aligns with KGA's mission, vision and values.
- o Garner support from coalition partners to support campaign activities in Long Beach and countywide



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- o Attend and participate in key coalition activities, meetings and events including monthly organizer meetings, youth gatherings, and subcommittee meetings
- o Support and align BSS campaign activities with KGA program and campaign teams
- o Identify and recruit BSS reps from within YMEP, support their leadership and development within a multi-racial youth organizing space
- o Support and coordinate local legislative and advocacy efforts

- o Minimum 2 years of relevant experience working in youth development or youth organizing
- o Strong commitment to social justice, racial & gender justice and youth empowerment
- o Strong interpersonal and team-building skills, particularly with high school students
- o Knowledge of Asian/Pacific Islander organizing and service providers in LA County and Southeast Asian History
- o Strong commitment to social and gender justice and youth self-determination
- o Ability to discuss gender roles, sexism, LGBTQ issues, and reproductive & sexual health
- o Demonstrated experience in designing and implementing trainings and in facilitating meetings
- o Demonstrated leadership and can work autonomously or collaboratively with a creative team
- o Strong creative, problem-solving, and critical thinking skills
- o Ability to handle multiple projects simultaneously and meet deadlines
- o Ability to utilize social media platforms to support and communicate organizational work
- o Strong organizational skills, attention to detail and follow-through
- o Excellent communication skills, both verbal and written – ability to communicate complex ideas in a straightforward, culturally and linguistically appropriate manner
- o Available to work flexible hours, including evenings and weekends

Preferred Qualifications:

- o Fluency in a second language, preferably Khmer

Please send a resume and cover letter, demonstrating your interest and qualifications, and at least three references to jobs@kgalb.org with the subject line “Operations Associate – your name.”

KGA is an equal opportunity employer. People of color, women, people who identify as lesbian/gay/bisexual/queer/transgender and people with disabilities are highly encouraged to apply.

This position will remain open until filled; early applications are strongly encouraged.