

# Community Partners Employment Opportunities

All applicants can apply at: <https://www.cpsfl.org/search-jobs-apply>

## Mentoring Program Coordinator (Pahokee)

Full Time

**Salary Range:** \$17.75 Hourly Onwards

**Come be part of a diverse, progressive, and forward thinking organization that changes lives!**

**Community Partners of South Florida (CPSFL)** creates lasting social change for children and families facing adversity by providing comprehensive services and solutions that target the areas of **Behavioral/Mental Health, Housing and Community Services**. We are the trusted leader in comprehensive community development, investing in people, place and systems so neighborhoods and residents thrive. As a learning organization, we provide on-going training and exceptional professional development for our staff.

**CPSFL** has an exciting opportunity for a **Program Coordinator** for a full-time position. The primary goal as **Program Coordinator** of the **Mentoring at Pahokee** is to implement a high quality mentoring program based on Elements of Best Practices. The **Program Coordinator's** responsibility is coordinating the daily operations of the program, including supervision of the mentor/mentee match. The **Program Coordinator** will recruit, screen, interview, market and train mentors and mentees. Overall, they will assure a safe, structured and fun program environment for the matches to participate in.

**Qualified candidates must have:**

- Bachelor's degree in related field with one year's experience working in family services programming OR Bachelor's degree in unrelated field with two years' experience working in family services OR four years' experience working in mentoring or volunteering, education, social work, counseling, family and youth services programming, or related field. An

equivalent combination of education and experience may substitute for the minimum requirements listed.

- Must have a valid Florida's driver's license in good standing, and must have access to reliable transportation.
- Flexible in work hours including occasional evenings and Saturdays.
- Successful completion of First Aid/CPR training.

### **Why join CPSFL family?**

- Flexible scheduling to enhance a positive work-life balance. We encourage and support employee empowerment and autonomy.
- Apply your skills and experience to help drive community transformation.
- Collaborate with a diverse network of people.
- You will be part of a family culture which promotes trust, love, and human dignity. To us, you will not be just another number, but a member of our valued team with a voice to senior leadership.
- As a learning organization we provide exceptional training and development opportunities.
- Our employees find long-lasting careers with CPSFL, and many managers and senior leaders have been promoted from within.

### **Compensation and Benefits**

We offer competitive pay, and our FT positions come with great benefits such as paid vacation, personal & sick time, and paid holidays (including a week off from Christmas to New Year)! FT employees also receive subsidized medical, dental, vision, life and disability insurance, 403(b) retirement plan, EAP, legal and financial services, and even pet insurance!

We are an equal opportunity employer and a drug-free workplace.

**CPSFL** fosters an environment that supports equity in race, gender, religion, diversity and inclusion at the individual, organizational and community levels in service to our mission.