

## **Green Trades Job Developer**

### **Who we are:**

St. Nicks Alliance, a North Brooklyn based community organization, seeks to transform lives of low- and moderate-income people through employment, education, housing, elder care and social services. We do this by delivering impactful services with measurable outcomes to children, adults, and the elderly. As a civic anchor, we carry out this mission within the context of building a sustainable community for all people through the arts, environmental advocacy, and urban planning.

St. Nicks Alliance Workforce Development Center empowers and trains historically marginalized community members from North and Central Brooklyn to move from unemployment to careers and jobs with sustainable wages enabling over 1800 local residents annually to improve their economic status. Our services are robust and range from employment-contextualized ESOL, digital/computer literacy, ABE, and HSE to workplace success skills training and job placement to sector-based employer-linked vocational training with a focus on career occupations in the green trades, healthcare, technology and financial service sectors.

We are currently seeking a green trades job developer for our 92 Throop Avenue Workforce Development Center location in Brooklyn.

### **What you'll do:**

St. Nicks Alliance seeks multiple candidates to serve as job developers with a focus on Green trades in construction and Environmental Remediation, who will be responsible for developing and building capacity/partnerships with potential employers in the green trades fields. The goal of this role is to build employment and internship opportunities, successfully matching disconnected, underserved, unemployed or underemployed adults (18 and over) with sustainable career work and/or quality internships. This role will support and place cohorts of 20-25 individuals and an annual caseload ranging from 60-120 participants.

Specific duties include, but are not limited to:

- Establish strong industry and employer relationships in the construction and green trades industry to develop sector-related job opportunities and/or internships for all constituents
- Stay engaged with employer/internship sites, and job seekers to ensure successful 85% or higher placement and strive toward 100% retention of all placed within their sector of training.
- Strive to place all participants within 3 months of graduation, and ensure all remain employed in the field one year and beyond.
- Help facilitate job readiness workshops including resume development, mock interviews, career path development and promote skills for success.
- Coordinate on-site recruitment events for graduating cohorts on or before graduation
- Ensure all participants are able to present themselves successfully to employers including strong interview skills
- Input client data in real time to help track and monitor the progress of clients enrolled in the program in the St. Nicks Alliance required ETO database

- Other duties as assigned by the Skills Training Program Manager Hannah Tew

**What we are looking for:**

- strong verbal and written communication skills
- a minimum of 2 years of experience working in a social service organization or employment related program with a customer facing role.
- previous outreach/recruitment experience is a plus.
- demonstrated success with outcomes and performance management
- a minimum of 1 year of experience managing and inputting program data utilizing a database program
- prior experience developing opportunities in green trades and construction is highly preferred.
- ability to work 35 hours per week Monday– Friday 9 a.m.–5 p.m. in person
- bachelor's degree preferred
- strong verbal and written communication skills
- prior experience developing opportunities in green trades and construction is highly preferred.

**What's in it for you:**

- compensation range: \$55K–\$60K (*the actual compensation will depend on a variety of job-related factors which may include geographic location, work experience, education, and skill level*)
- competitive benefits package (medical, dental, vision, 401k)
- 12 company paid holidays; paid vacation, sick, and personal time off
- learning and development opportunities plus access to wellness programs

**How to apply:**

Please submit a thoughtful cover letter and resume to [snaworkforcehr@stnicksalliance.org](mailto:snaworkforcehr@stnicksalliance.org) with St. Nicks Alliance Green Trades Job Developer in the subject line.

St. Nicks Alliance is an Equal Opportunity Employer that values diversity. We consider applicants for all positions without regard to race, color, national origin, religion, sex, gender identity, age, disability, alienage or citizenship status, ancestry, marital status, sexual orientation, veteran status, or any other status or characteristic protected by applicable federal, state or local laws.

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