Scope of Work
Fair Futures Transition Age Relationship Manager (Consultant)

Fair Futures is a coalition of over 100+ organizations/foundations advocating for all young people in NYC’s foster care system to have access to the Fair Futures model. Fair Futures was successful in securing $20 million, making NYC the first in the nation to implement a comprehensive, long-term model across the entire NYC foster care system. As a Relationship Manager, you will be a key part of supporting Fair Futures program staff to implement, scale, and refine this model systemwide.

The Fair Futures model includes a middle school program that prepares students for success in high school and a coaching program where young people ages 14-26 are matched with a full-time, professionally trained Coach that works collaboratively with them to help them achieve their goals and potential. The overall goals of the Fair Futures program are to help young people:

- Build trusting relationships and a network of positive adult and peer supports;
- Prepare for and graduate from high school;
- Connect to and persist in post-secondary settings;
- Engage in career exploration and career development experiences in line with their interests to help them eventually navigate onto a living wage career pathway;
- Access and maintain stable, affordable housing if they are exiting foster care and gain independent living and life skills.

The Fair Futures Implementation and Integration (FFII) team provides training and technical assistance support to the 450 Fair Futures staff that work at the 26 child welfare agencies in New York City. These staff consist of Middle School Specialists, Coaches, Career Development Specialists, Housing Specialists, Education/College Specialists, Tutors, Supervisors and Directors.

We are seeking a consultant to join our FFII team to help manage the expansion of Fair Futures to serve young people who have exited foster care, ages 16-26. This will include working with ACS, all 26 foster care agencies, the Fair Futures Youth Advisory Board, and FFII team to develop a recruitment strategy, oversee Youth Messenger Recruitment Consultants, and providing TA support to the new Coaches and Housing Specialists serving older youth across all agencies as they are hired. To be successful as a Relationship Manager, you should be able to build positive relationships and support the staff to identify solutions and gain the knowledge/skills needed to be successful in their respective roles.

The scope of this consultancy will include:

**Relationship Management & Technical Assistance (TA) Delivery/Facilitation/Coordination**

- Coordinate with ACS, agencies, the YAB, and FF implementation team to develop a multi-pronged strategy to recruit young people who have exited foster care ages 16-26 into Fair Futures coaching/supports.
• Provide direct support to the Credible Messenger Young Adult Recruitment Consultants around seeking out, engaging, and having conversations around the benefits of FF coaching.

• As Coaches and Specialists (mostly Housing Specialists) are hired to work with this population in FY23, this Consultant will conduct:
  o 1:1 onboarding with every new staff hired to make them feel welcomed and part of the broader FF community; answer questions they have about their specific role, how they coordinate with other FF staff, and ensure they know how to take advantage of the array of supports available to them;
  o 1:1 and small group TA sessions to help staff build relationships with young people, conduct career/post-secondary exploration, and connect to/persist in best-fit schools, college, programs, and other opportunities;
  o 1:1 and small group TA sessions on maintaining housing and building independent living skills;
  o 1:1 and small group TA sessions to help staff understand the Fair Futures goals and steps framework and how to effectively use/track in the Care4 platform;
  o One Degree demos for new staff, as needed.

• Be a support to the staff by listening to their concerns and challenges. Apply the necessary solutions and know where to direct them for additional support.

• Collaborate with the Fair Futures team to identify Workshop topics based on the needs of this population. Occasionally take the lead on developing the agenda, recruiting seasoned staff, guest speakers, and young people to participate on panels, coordinating presenters, facilitating Workshops, and uploading them to the FF website.

• Facilitate a Learning Community each month for Transition-Age Coaches and Housing Specialists working with young people ages 21-26.

• Handle staff inquiries; direct them to the right people/resources.

• Track all training and TA provided to staff for reporting purposes.

Requirements/Qualifications:
• Have at least 5 years of a proven, successful track record of leading teams.
• Master’s Degree preferred.
• At least 5 years of experience in youth development. Foster care experience with youth 21+ is a plus.
• Experience providing technical assistance in specific content areas including, but not limited to, housing, career development, middle/high school education and college.
• Knowledgeable of the New York City youth development landscape.
• Experience leading workshops and trainings.

Compensation:
The total annual budget for this consultancy is $90,000, with option for renewal. Hours and rate to be discussed based on experience and capacity.

If you are interested, please send your resume and cover letter to admin@fairfuturesny.org.