

*At the Forefront (ATF), Inc. is a Black, African women-led think tank committed to social justice and gender equity. We believe in the freedom, agency, and empowerment of all women and girls, with a special focus on those from Africa and the African diaspora. We are a global collective of Black women with diverse expertise across public health, education, law, and human rights with over 40 years' combined experience in the nonprofit sector. After years working in international development, our co-founders launched ATF, Inc. to address the systemic & structural gender and race bias in international development spaces that pushes us further away from co-creating solutions for marginalised communities.*

*Through an intersectional, Afro-feminist lens, we work to elevate the voices of Black women to address the challenges our communities face. Our work is anchored by our commitment to decolonising the international development sector by ensuring Black women and girls are drivers of their own stories and narratives and to support organisations and institutions to do the same.*

For more information about ATF, visit our website <https://www.attheforefront.net>

## **JOB PROFILE:**

At the Forefront (ATF) is currently seeking a part-time Youth Coordinator for our Black girl youth-centered initiative, **Black girls Influence Globally, Heal, and Thrive (BRIGHT)**. As we recognise the systemic race and gender disparities globally that have only been exacerbated by the COVID-19 pandemic, we are long overdue dialogue on the intersectional challenges Black people face. Oftentimes, spaces for dialogue drown out the voices of those most closely affected by the issues but, with the BRIGHT's focus on Black girls from the US and Sub-Saharan Africa, we aim to give them an opportunity to spearhead the discussions they want to have on the issues they are most concerned about with peers and mentors alike.

In collaboration with the BRIGHT and ATF leadership, the Program Coordinators will ensure effective project coordination and implementation, monitoring and evaluation, quality assurance and accountability of the project. The BRIGHT Program Coordinators will work closely with, and should have experience working with, at-risk youth (particularly adolescent girls):

- Facing mental health challenges,
- From the LGBTQ+ community,
- From various socioeconomic backgrounds,
- Living with disabilities,
- Living with HIV.

We believe that experiences in all the above stated areas can be showcased in a multitude of ways – from personal experience as a young person growing up in environments similar to those the young girls in this program come from, grassroots work in your community, opportunities to work alongside marginalised communities during your education. Fundamentally, we are seeking Program Coordinators who will steer ATF to youth-centered work with fresh perspectives.

*Candidates with commiserative work experience are welcome to apply without a college/university degree.*

ATF is committed to ensuring diversity and inclusion as we expand our team. We strongly encourage women and non-binary people with diverse socioeconomic backgrounds, women and non-binary people with disabilities, women and non-binary people living in rural and marginalised communities, women and non-binary people from indigenous/ethnic minority groups, and women and non-binary people of all ages to apply.

## **PRIMARY RESPONSIBILITIES:**

- Identify key partnerships with youth-centered organisations in the US/Africa
- Conduct Desk Review and provide support BRIGHT Research Lead in conducting pilot studies
- Oversee peer counselling programs, lead youth activities, and organise yearly BRIGHT conference

- Ensure high quality delivery of the project through innovation, active pursuit of lessons learned, adaptability to changing dynamics, and integration of related programming for increased impact
- Provide support to the Monitoring and Evaluation (M&E) team to maintain an efficient M&E and learning system to ensure that all project aspects are documented and archived according to internal/donor requirements
- Design strategies to ensure that marginalised populations (ex. youth living with disabilities) are properly integrated into all events, and that activities are sensitive to gender/socioeconomic roles
- In coordination with the Communications Lead, deliver articles, compelling success stories and/or blog posts that compellingly convey the work and impact of the BRIGHT initiative
- At the direction of the leadership, represent ATF at external meetings, workshops, forums, and events related to project, and/or technical practices relevant the project
- Other duties as assigned

#### **QUALIFICATIONS:**

- Preferred Bachelor's degree although open to all education backgrounds
- 8 years demonstrated experience working or volunteering with at-risk youth, girls and black LGBTQI+, and other disenfranchised black youth (ex: living in orphanages/foster homes, returned citizens from detention, sex workers)
- Experience working with disenfranchised youth in the US and Sub-Saharan Africa (East, West, and South)
- Demonstrated project management experience, including budget and financial management, and monitoring and evaluation
- Ability to produce high quality deliverables throughout the project cycle from planning, management, and strong problem-solving skills
- Strong verbal and written communication skills
- Geographic experience in at least one of the following zones: West Africa, East Africa, Southern Africa, the U.S.
- Fluency in English (French is desirable, but not required)