



Restorative Justice Facilitator Job Description

About Oakland Leaf

Oakland Leaf was founded in 2001 by a collective of East Oakland educators intent on empowering youth voice. Since that time we have developed into a highly regarded youth development institution providing free programming to upwards of 1,000 youth annually.

Our Programming

- 1) Comprehensive after-school programs at schools across East Oakland that emphasize: arts and culture, health and wellness, empowerment and leadership, and having fun -- because kids deserve to be kids!
- 2) High school internships focused on gardening and youth development. This paid internship collaborates with our after-school programs to provide professional and leadership development opportunities.

Our Goal

Empower youth with the confidence to explore life with curiosity and excitement, advocate for themselves and their community, and catalyze change as leaders.

Our People

We are a collection of artists, athletes, activists, educators, life enthusiasts, and above all, passionate supporters of youth in our shared communities. If you possess the passion to make Oakland a more loving, just, and vibrant place, then Oakland Leaf might be the place for you to root in, rise up and branch out.

Specific Duties & responsibilities

- Coordinate, implement and facilitate Oakland Leaf restorative justice practices that reflects Oakland Leaf's vision, mission, values and needs of the community
- Provide professional development and support to Oakland Leaf instructors and community partners to implement restorative justice practices
- Facilitate restorative practices with students, instructors and community members
- Provide support to Site Manager and Program Assistant on the integration and implementation of restorative practices including community building, social-emotional learning, positive and inclusive classroom environment, and effective instruction.
- Assist in behavioral crisis response by providing restorative trauma informed practices
- Assist with data collection and program evaluation
- Develop and maintain supportive partnerships with school site leadership, staff, families, community partners, etc.
- Participate and be familiar with daytime initiatives around violence prevention, truancy reduction, crisis intervention and other supports
- Other duties determined by the Site Manager to support Restorative Justice Practices at site

Your Legacy



OAKLAND LEAF

- The opportunity to implement restorative practices at one of Oakland Leaf's after-school programs
- Learn, teach and grow to elevate your career simultaneously strengthening the organization's capacity
- Help the organization live and breathe it's core values

Skills & Qualifications

- Passion for innovation and excellence in social and restorative justice, and youth development
- Organizational, time management, and prioritization skills
- Ability to work independently, reliably, take initiative and problem solve
- Exceptional judgment, including a high level of discretion when handling confidential materials
- Excellent interpersonal and communication (written and oral) skills
- A strong work ethic, with a desire to go above and beyond standard expectations
- Strong attention to detail throughout all aspects of their work
- Continuous learner
- Work well in a team setting
- Basic behavior management and conflict resolution skills
- Provide TB clearance and background clearance from FBI and DOJ
- Availability during after-school hours of Monday through Friday 12:00 PM to 6:30 PM

Education & Experience

- Possess an Associate's Degree or higher
- The ideal candidate will have experience as a implementing conflict mediation and positive youth development in a school or community setting

Working conditions/physical demands

- Normal school and office conditions
- Offsite meetings
- Required to work some nights for events
- Must be able to lift up to 25lb

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