



Trans Empowerment Initiative Coordinator

The Trans Empowerment Initiative will engage trans and LGBTQ communities in Jefferson County, Syracuse and other areas in the region, working to reduce isolation and improve access to health and legal services. The TEI Coordinator will be based in Syracuse, and an on-site coordinator will be based in Jefferson County. Resume/ cover letter can be sent to kdill@sageupstate.org or by mail: SAGE Upstate, 431 E Fayette St. Syracuse, NY 13202

Responsibilities:

Establishing the Trans Empowerment Initiative:

- Participate in hiring, supervising on-site Jefferson County coordinator
- Develop trans affirming programs in Jefferson County, Syracuse and other CNY regions
- Maintain a coalition of existing services

Ongoing oversight of Trans Empowerment Initiative: develop and maintain programs for trans and LGBTQ communities that:

- Reduce isolation and improve healthy living
- Bring together trans individuals from different regions
- Address legal, medical and behavioral health issues
- Educate on anti-trans discrimination
- Educate cisgender people on TGNCNB issues

Outreach

- Participate in the development/implementation of an education program for providers
- Participate in the development of user-friendly internet directory of TGNCNB resources
- Build relationships with other trans and LGBTQ focused organizations and providers

Administration

- Collect and submit data and create narrative reports for the NYS Department of Health
- Work with other staff to submit timely reimbursement vouchers for expenses
- Evaluate the effectiveness of programs
- Assist in SAGE activities as needed

Qualifications

- Experience in program management and development for TGNCNB communities or related
- Bachelor's Degree or related experience
- Proficiency in the use of Microsoft Office, especially Word and Excel.
- Experience with grant management
- Strong problem-solving and leadership skills
- Effective written communications and public speaking skills