

JASMINE CARTER

Youth Program Coordinator

(213) 555-0198 

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Los Angeles, CA 

PROFESSIONAL SUMMARY

Compassionate youth program professional with experience designing and leading community-based programs for underserved teens. Skilled in mentorship, curriculum development, and interagency collaboration. Known for building safe, inclusive spaces that foster emotional, social, and academic growth.

EDUCATION

BA in Psychology

California State University, Northridge |
Northridge, CA | 2016

Youth Mental Health First Aid

National Council for Mental Wellbeing | 2023

CPR & First Aid

American Red Cross | 2022

Additional Information

- Volunteer Youth Soccer Coach at East Valley YMCA

EXPERIENCE

2020 - Now

Youth Program Coordinator

LA Family Housing / Los Angeles, CA

- Design and manage multi-site youth enrichment programs for homeless and housing-insecure teens, incorporating educational workshops, life skills training, and recreational events.
- Lead recruitment and supervision of 15+ volunteers and part-time staff, conducting regular trainings and performance evaluations to ensure consistent program delivery.
- Partner with school counselors, social workers, and local nonprofits to create individualized success plans that addressed academic support, housing stability, and behavioral goals.
- Draft successful grant proposals and secured over \$85,000 in annual funding, supporting program expansion and development of new mental health partnerships.

2016 - 2020

Youth Engagement Assistant

Boys & Girls Clubs of Metro Los Angeles / Los Angeles, CA

- Facilitated daily after-school activities, mentoring sessions, and educational games for up to 40 middle and high school students in a high-need area of South LA.
- Designed monthly schedules aligned with member interests and tracked outcomes related to academic performance, leadership development, and attendance.
- Supported club-wide parent engagement efforts, developing bilingual resources and organizing evening events that increased family participation by 35%.
- Helped reduce disciplinary referrals by implementing positive behavior supports and restorative practices in coordination with youth development specialists.

LANGUAGES

- Fluent in English and Spanish