Job Opening: Restorative Youth & Community Coordinator

Downeast Restorative Justice (DRJ)

Position: Permanent, part-time
Hours: 16 hours per week, with potential to expand as funding grows
Compensation: $25.75/hour, with prorated holiday and paid time off
Anticipated Start: January 2027
Location: In or near Hancock County, Maine
Application Deadline: November 30, 2026

About the Position

Downeast Restorative Justice is seeking a community-minded, collaborative individual to support and develop restorative justice programming, with a focus on youth engagement, fundraising, and grant writing.

This position offers an opportunity to strengthen school and community partnerships, support justice-impacted youth, support youth-led initiatives, and help secure funding to sustain and expand DRJ's work. The successful candidate will work collaboratively with other program coordinators and Board members to build restorative communities and promote community-based approaches to addressing harm.

Primary Responsibilities

- Build and maintain relationships with local schools, youth, and community organizations.
- Build and maintain relationships with regional JCCO's (Juvenile Community Correction Officer) & Juvenile ADA's.
- Support and assist with grant applications and grant reporting.
- Support fundraising campaigns, events, and donor relationships.
- Assist with community outreach, restorative circles, and program development.
- Collaborate with program coordinators and Board members on organizational priorities.
- Maintain program records and submit monthly and quarterly reports.
- Assist with administrative tasks as needed.

Qualifications

- Experience working with youth and/or community organizations.

- Strong writing, communication, and organizational skills.
- Experience with, or willingness to learn data management programs.
- Experience with grant writing or fundraising, or a willingness to develop these skills.
- Commitment to restorative justice, youth empowerment, and community-based approaches to addressing harm.
- Ability to work collaboratively and build trusting relationships.
- Familiarity with social media and basic administrative technology.
- Willingness to work occasional evenings and weekends.
- Valid driver's license and reliable transportation.

Applicants must live in or near Hancock County, Maine. Experience in restorative justice, education, community organizing, or nonprofit development is welcome. We value lived experience, and justice-impacted individuals are encouraged to apply.

How to Apply

Email a cover letter and résumé to **all@downeastrestorativejustice.org**. Application deadline is November 30, 2026.

References and a background check are required.