

TITLE: Youth Apprentice
DEPARTMENT: Programs
STATUS: 20-25 hours/week
REPORTS TO: Director of Social and Emotional Learning
STARTING SALARY: \$9 per hour
HOURS OF OPERATION: M-F 2:30-6:30 (After School) / M-F 7:30-5:30 (Summer)

PRIMARY FUNCTION:

Assist in developing and delivering our after school program to club members. Work alongside our program delivery staff, school staff, and our Sr. Leadership.

KEY ROLES (Essential Job Responsibilities):

Effectively administer programs and activities for youth at Sevastopol Schools.

- Support Boys & Girls Club site staff in the execution of school specific programs.
- Assist students with their homework assignments.
- Assists and leads programming and behavioral interventions.
- Communicates with coordinators and assists where directed.
- Ensures a safe, healthy and positive environment.
- Learn appropriate materials, processes and desired outcomes of specific programs.
- Measure and report meaningful outcomes.
- Take part in formal and informal training opportunities.

Additional Responsibilities:

- Ensure a team based work environment by communicating effectively and positively with supervisors, co-workers and volunteers.
- Make recommendations regarding member's needs, program ideas, and facility needs.
- May be asked to participate in special programs and or events. These events may be scheduled at times when the Club is not open.
- Perform other duties as assigned.

Physical Requirements:

Ability to lift up to 40 pounds, stand for long periods of time, walk up to two miles without stopping and play vigorously with children for several hours.

Disclaimer: *The information presented indicates the general nature and level of work expected of employees in the classification. It is not designed to contain, nor to be interpreted as, a comprehensive inventory of all duties, responsibilities, qualifications and objectives required of employees assigned to this job.*