



The Boys & Girls Clubs of Southwest Washington (BGCSWWA or Clubs) is seeking qualified candidates for a part-time, year-round program staff for multiple positions.

MISSION STATEMENT

To enable all young people, especially those who need us most, to reach their full potential as productive, caring and responsible citizens.

CURRENTLY HIRING YOUTH DEVELOPMENT SPECIALISTS

RESPONSIBILITIES

With supervision from the Club Director, a Youth Development Specialist will:

- Plan and implement a variety of activities for elementary **OR** teen-aged youth in a specific program area and other recreational settings.
- Provide guidance, affirm positive behavior and act as a role model to youth.
- Provide a safe environment through active supervision, setting clear expectations and maintaining clean program spaces.
- Maintain a good reputation and moral conduct outside of work, in the community and on social media networks.

QUALIFICATIONS

- High School diploma or GED – *Required*
- Teen Programs - Age 21+ - *Required*
- Some higher education – *Preferred*
- Pass a National Background Check – *Required*
- One (1) year similar experience working with youth – *Preferred*
- Possess skills for instruction, direction and guidance, with the ability to lead and control groups of youth in various recreational and educational activities - *Required*
- Passion for working with youth – *Required*
- Experience with program planning and implementation - *Preferred*
- CPR & First Aid Certifications - *Required within 6 months of hire date.*

AVAILABILITY

Must be available between 1pm-7pm, Monday-Friday

COMPENSATION & BENEFITS

\$11.00 hour

10 paid holidays per year

Vacation and sick paid time off accrual

Simple Plan (IRA) Employer Matching Program

On-going professional development opportunities

EMPLOYMENT TYPE

Part-time, year-round

Non-Profit Organization

EQUAL OPPORTUNITY EMPLOYER

Boys & Girls Clubs of Southwest Washington prohibits discrimination against current staff or applicants on the basis of sex (including pregnancy, childbirth or related medical conditions), race, religion, color, national origin, physical or mental disability, protected medical condition, marital status, age, sexual orientation, gender identity, ancestry, military or veteran status, genetic information or any other characteristic protected by federal, state, or local law. BGCSWWA is an equal opportunity employer.

HOW TO APPLY

Please send your resume, cover letter and 3 references to recruiter@mybgc.org.

Include the position you are interested in applying for in the subject line.

Please refer to our website at www.mybgc.org for additional information about Boys & Girls Clubs of Southwest Washington.

Open positions are as follows:

Membership Specialist Front Desk, Elementary O.K Clubhouse & Teen Turf Club 22-27 hrs/wk

Youth Development Specialist Social Recreation Programs, Elementary Clinton & Gloria John Clubhouse 20-25 hrs/wk

Youth Development Specialist Sports & Fitness Programs, Elementary Clinton & Gloria John Clubhouse 20-25 hrs/wk

Youth Development Specialist Sports & Fitness Programs, Elementary Burton Elementary 20-22 hrs/wk

Youth Development Specialist Social Recreation Programs, Elementary Heights O.K. 2 Clubhouse 20-25 hrs/wk

Youth Development Specialist Technology Programs, Elementary Heights O.K.2 Clubhouse 20-25 hrs/wk

Youth Development Specialist Education Programs, Elementary Fruit Valley Elementary 20-22 hrs/wk

Youth Development Specialist Social Recreation Programs, Elementary Washington Elementary 20-25 hrs/wk

Youth Development Specialist Teen Programs, Middle & High School Clinton & Gloria John Clubhouse 22-25 hrs/wk

Youth Development Specialist Teen Programs, Middle & High School Clinton & Gloria John Clubhouse 22-25 hrs/wk

Youth Development Specialist Teen Programs, Middle & High School O.K Clubhouse & Teen Turf Club 22-25 hrs/wk

Program Support Specialist Elementary Fruit Valley Elementary 10-12 hrs/wk

Program Support Specialist Elementary Clinton & Gloria John Clubhouse 10-15 hrs/wk

Program Support Specialist Elementary O.K. Clubhouse & Teen Turf Club 10-15 hrs/wk