Job Posting

POSITION
Project Facilitator (SYEP Younger Youth)

EMPLOYMENT TYPE
FT Temp – 35 hours/week; approximate employment period: June 22, 2020 to August 14, 2020

SALARY
$20.00/hr.

REPORTS TO
Project Developer

ESSENTIAL DUTIES AND RESPONSIBILITIES
• Attend DYCD and RB facilitated Project-Based curricula training sessions in order to become proficient in assigned project;
• Responsible for facilitation of assigned Project-based Learning experiences to two cohorts of SYEP participants daily;
• Compile and maintain project portfolios;
• Supervise, interact and engage SYEP participants at all times;
• Responsible for tracking and recording attendance;
• Refer participants for support services internally or externally;
• Responsible for completion and presentation of a culminating project;
• Actively participate in weekly team meetings with Program Director, Project Director and Educational Coordinator;
• Complete any other assignment and task as specified by supervisor.

COMPETENCIES
• Prior experience facilitating project-based activities or leading afterschool program activities is preferred.
• Ability to be energetic, engaged, connected, and exude positivity and passion is a must
• Must be able to effectively lead and engage a classroom of teenagers
• Must be able to maintain detailed records, complete necessary paperwork and meet prescribed deadlines
• Must have at least two years of direct service experience with youth.

EDUCATION EXPERIENCE
Some college preferred. HSE/GED diploma required.

SUBMIT RESUME TO
education@riseboro.org
Please indicate "SYEP Project Facilitator" in e-mail subject line.