

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.