



Job Posting

March 13, 2019

POSITION

Project Facilitator (SYEP Younger Youth)

EMPLOYMENT TYPE

FT Temp – 35 hours/week

SALARY

\$17.00/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.

APPLICATION DEADLINE

May 17, 2019

SUBMIT RESUME TO

Kendra Doshi, Business Manager
Kdoshi@riseboro.org