



BOYS & GIRLS CLUB OF THE COASTSIDE

Summer Program Staff – Grade 4 to 8

Summer Program Staff serve on a team committed to safety and student enrichment for upper elementary and middle school students from June 13 to July 12, 2024.

Mandatory training on June 10, 11 and 12. BGCC is closed on June 19 or July 4.

Program hours are 12 noon to 4 PM. Staff work 11:30 AM to 4:15 PM.

Key Roles:

- Maintain a positive Boys & Girls Club culture, with high energy, strong teamwork, and effective collaboration with other staff.
- Mentor and guide youth participants.
- Oversee safety of Club members, including supervision during all activities, meals, snacks and during entry/exit.
- Design and lead engaging activities for youth participants.
- Organize and implement a range of programs and activities for members that are fun, and instructional and that incorporate team building skills.
- Ensure that members: actively participate in a variety of programs and activities.
- Respect, and recognize members for their efforts.
- Provide guidance to members; act as role model to youth – demonstrating good behavior and values.
- Collaborate with staff to create and maintain a positive camp environment.
- Communicate effectively with youth, parents, and fellow staff members.
- Maintain a healthy, safe and organized environment, including daily cleaning responsibilities.
- Follow incident protocols.
- Exercise sound decision making, problem-solving skills, and restorative justice practices in resolving club members' needs or issues.
- As part of our staff team, identify day-to-day needs and areas of improvement.
- Participate and demonstrate leadership in Special Events as needed.
- Assume other duties as assigned.

Experience and Skills Required

- Experience and/or interest working with children.
- Demonstrated ability to lead activities for a small group of teens and tweens.
- Knowledge of the Coastside community and/or Boys & Girls Clubs preferred.
- High school degree (or equivalent work experience).
- Understanding of the developmental needs of young people.
- Strong oral communication skills.
- Ability to problem-solve during day-to-day Club activities.
- Ability to lead activities for a small group of teens and tweens.
- Ability to deal effectively with members including discipline issues.
- Ability to pass required background checks.

Compensation and Benefits

Salary range is \$17-\$21 per hour and dependent upon skill and experience.

How to Apply

Complete the on-line application, linked [here](#) (or on our website at <https://bgccoastside.org/careers/>).

Applications are received as they are submitted and the position will stay open until filled.

BGCC is an equal opportunity employer.

Disclaimer

The information presented indicates the general nature and level of work expected of this employee. 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.