YMCA OF GREATER KALAMAZOO
JOB DESCRIPTION

Job Title: Youth Development Staff

Pay Rate: $12.00/hour

POSITION SUMMARY:

Youth Development Staff will interact with and provide direct supervision to youth ages 10-14, as well as elementary age students. Staff will implement planned activities while providing for the care, safety, and growth of all program participants.

During the school year:

This is a part-time position working between 10-25 hours per week. Most hours will be worked Monday-Friday between 2:00 pm and 7:00 pm, but some availability for Saturdays and special events is required.

During the summer (only if available):

Youth Development staff will work with youth at our on-site summer day camp during summer months. Camp is open from 7:00 am to 6:00 pm, schedules will be agreed upon based on the needs of the individual staff and the program.

ESSENTIAL FUNCTIONS:

The listed functions are representative of the attributes necessary for successful performance of the position. Substitution of comparable training or abilities, as well as reasonable accommodations for persons with disabilities, will be taken into consideration.

- Design, implement, and participate in age appropriate activities.
- Assist in the general operation of the program.
- Maintain required program records.
- Maintain effective communication with parents.
- Appropriately handle all emergency situations.
- As required by Michigan law, report any suspected incidents of child abuse to the Program Director.

QUALIFICATIONS:

- High school diploma
- Must be at least 18 years of age
- Experience with youth is preferred
- CPR & First Aid certifications must be obtained within 30 days of hire (assistance provided)

WORK ENVIRONMENT/PHYSICAL DEMANDS:

- Must be able to work both indoors and outdoors (when weather permits)
- Will be participating in various physical activities with youth.
- Daily cleaning is required.

For information or to apply, please visit our website at www.kzooymca.org