

## **The Boys & Girls Clubs of the Fox Valley**

### ***Summer – Youth Development Specialist (June – August)***

If you are looking for a rewarding, challenging, and inspiring summer opportunity to make a difference then the Boys & Girls Clubs may be the place for you!! Join an amazing team of caring, supportive people working hard and having fun while giving young people in our communities the opportunities and support they need to reach their full potential.

#### **Position Summary**

The Youth Development Specialist will be responsible for assisting with planning, implementing, supervising and evaluating activities in a variety of areas, such as academic, computer lab, arts and crafts, physical education, good character and citizenship, and health and wellness.

#### **Position Responsibilities**

- Plan and implement quality programs for youth
- Coordinate, promote and stimulate participation in programs
- Provide guidance and role modeling to members
- Ensure a healthy and safe environment, supervising members in program area
- Prepare periodic activity reports
- Prior to start, will ensure all equipment needed for programs and activities is gathered and in working order
- Record participation numbers for all programs and activities you facilitate

#### **Qualifications**

- High School diploma or equivalent
- Knowledge of youth development
- Ability to manage multiple tasks and to develop solutions to problems with limited supervision
- Ability and desire to work with youth ages 6-18 in a variety of environments, including small and large group settings
- Ability to motivate youth and manage behavior problems
- Ability to establish and maintain effective working relationships with all Club personnel and Club parents.