Open Positions for summer 2015

After School positions – part-time

1. **Group Leader 2 (Assistant Group Supervisor – AGS)** - All staff Group Leaders serving in K-8 OST programs are responsible for implementing the after-school and summer programs at assigned sites.

2. **Program Facilitator (Group Leader 3/Group Supervisor – GS)** - in most cases will have additional responsibilities facilitating project-based learning (PBL) with youth.

**HOW TO APPLY ONLINE:**

1. Go to www.EducationWorks.org
2. Download and complete the application
3. Save the completed application to your computer as “lastname, firstname.doc”
4. Submit the application via e-mail to: Applications@EducationWorks.org. In the subject line, list your:
   - Name
   - Position
5. Or submit a cover letter and resume to: Applications@EducationWorks.org

**Require Documents:**

- Employment verifications
- Proof of education
- Two forms of ID
- Two references
- A health assessment and results of a TB test
- Current Clearances (FBI, Child Abuse, Criminal)
Group Leader 2 (Assistant Group Supervisor)

All staff Group Leaders serving in K-8 OST programs is responsible for implementing the after-school and summer programs at assigned sites.

Qualifications

- High school diploma or general educational development certificate and 30 credit hours from an accredited college or university in early childhood education, child development, special education, elementary education, or the human services field; OR
- High school diploma or general educational development certificate, 15 credit hours in early childhood education, child development, special education, elementary education, or the human services field and 1 year of experience working with youth; prior AmeriCorps experience with youth may be counted; OR
- High school diploma or general educational development certificate and 2 years’ experience working with children; prior AmeriCorps experience working with youth may be counted
- Experience working with youth in an urban education setting preferred
- Ability to be physically active with children
- Ability to accommodate a flexible schedule (start at noon on school half days) and participate as part of a team

Program Facilitator

The Program Facilitator (Group Leader 3/Group Supervisor – GS) in most cases will have additional responsibilities facilitating project-based learning (PBL) with youth

Qualifications

- Bachelor’s degree from an accredited college in early childhood education, child development, special education, family studies, elementary education or human services; OR
- Bachelor’s degree including 30 credit hours in early childhood education, child development, special education, family studies, elementary education or human services field and 1 year experience working with youth; prior AmeriCorps experience working with youth may be counted; OR
- Associate’s degree in early childhood education, child development, special education, family studies, elementary education or human services field and 2 years of experience working with youth; prior AmeriCorps experience with youth may be counted; OR
- Associate’s degree in another field including 30 credit hours in early childhood education, child development, special education, family studies, elementary education or human services field and 3 years’ experience working with youth; prior AmeriCorps experience with youth may be counted
- Experience working with and instructing youth in an urban education setting
- Strong program coordination and organization skills, including flexibility, professionalism, and creativity
- Ability to be physically active with children
- Ability to accommodate a flexible schedule and participate as part of a team