



BRIDGE • LAKE POINT • WAUNONA
NEIGHBORHOOD CENTER

Elementary Program Lead

Position Description: The Elementary program leader will work closely with the Bridge Lake Point Waunona youth team and engage in local elementary schools; to help with recruitment and collaborate with academic coordinator to help with the youth academic futures. This is an ideal position for a candidate with a strong background in facilitating youth.

Responsibilities include but not limited to:

- Coordinate and implement lesson plans for Elementary programming
- Serve as a positive role model for teen youth
- Planning and facilitating lesson plans
- Provide support to Academic coordinator in implementing plans for academic youth support
- Provide active supervision and ensure safety of program participants at all times.
- Collaborate and cooperate with the Elementary Programs Manager and other afterschool staff.
- Attend mandatory staff meetings and mandatory training.
- Assist with opening and closing procedures each day including room set-up, clean up, and transitions.
- This position requires a valid driver's license upon hire date to drive a 15-passenger van.

Desired Qualifications:

- At least 2 years experience coordinating and facilitating youth programs.
- Skilled in building lasting relationships with families, schools, and communal partners.
- Strong communication skills and ability to take coaching.
- Demonstrates leadership skills and the ability to facilitate a positive youth environment.
- Experience with recruitment.

Compensation: 17hr (higher range based on qualifications).

General Scheduled: School year(Monday 12:00pm-5:30)(Tues.-Friday. 2:00pm-5:30pm) *Some weekend and evening hours will be required.

Application: For More information regarding BLW Neighborhood Center please reach out to program director Passion McClain via email Passion@blwcenter.org

