

## Afterschool Group Leader

**Job title:** Afterschool Group Leader

**Reports to:** Fab Youth Philly Youth Program Supervisor

**Posted:** January 7, 2022

**Hourly rate:** \$17, 20 hours per week

**Position type:** Part-time, **IN-PERSON**, seasonal through June 30, 2022 (with possibility to be extended based on availability of funding)

**All employees will be required to be show proof of being fully vaccinated against Covid-19 within 45 days of their start date.**

---

### **Position Summary:**

Fab Youth Philly is seeking to hire a skilled, passionate youth development professional, maker, facilitator, or educator to join our team! The prospective Group Leader should have experience working in fast-paced afterschool/Out-of-School Time (OST) programming and should have experience, and a passion for working with high school aged youth. This position requires people to be available in-person for 20 hours per week. Programming takes place at our West Philly (Mantua/Belmont) **and** North Philly (Kensington) locations, so the Group Leader must be able to work in both locations. There will be a set schedule and hours are typically Monday-Thursday between 3-6:30pm; there may be some Fridays 5-8pm and some Saturdays.

### **Responsibilities include the following but are not limited to:**

**(40%) Supervision & engagement:** Support the teens to effectively do their job as a Play Captain and/or a Safety Captain; (be trained in and use) Real-time-coaching to provide feedback to teens; correspondence and relationship building with caregivers and other stakeholders.

**(30%) Planning:** Contribute to projects including developing workshops, lessons, and other activities related to youth programs.

**(25%) Co/facilitation** Co-facilitate or facilitate workshops on various topics alongside Youth Program Supervisor and other Fab Youth Philly staff.

**(5%) Admin:** Complete and submit timesheets, work with Youth Programs Assistant and Manager of Operations to manage youth files. Uphold COVID-19 and other safety protocols.

### **Knowledge-Skills-Abilities:**

- Exceptional facilitation skills.
- Lesson planning/curriculum design.
- Strong classroom engagement skills.
- Experience with interest-driven, on-the-fly programming.
- Ability to work independently and be a team player.
- Ability to serve as a positive role model.
- Trustworthy and able to work and complete tasks without daily supervision.
- Possess the ability to multitask and meet programming goals with flexibility.

**All Facilitators must meet the following qualifications:**

- Demonstrate ability to plan, organize, and facilitate out-of-school time program activities, with preference given to those who have experience with interest-driven, on-the-fly programming.
- Be available to work designated program hours.
- Willing to be trained in and use Fab Youth Philly's 'real-time coaching' and positive youth development strategies.
- Able to remain calm and patient to navigate conflict and bring forth resolutions.
- Able to lift up to 65lbs daily.
- Able to bend, squat, run, twist as part of playing or co-facilitating various games or activities
- Access to reliable phone/internet service to respond to emails within 24 hours and to send/receive text messages
- Willing and able to get around Philadelphia independently; has reliable mode of transportation.

**About us:** [Fab Youth Philly](#) supports youth-serving organizations through a variety of consulting services, connects youth development professionals to training and networking and innovates original programming for children & teens. Fab Youth Philly is an organization that is working to apply a trauma informed lens to all the work we do and working to dismantle and avoid perpetrating white-supremacist culture. We are welcoming to people who are formerly incarcerated.

**Everyone at Fab Youth Philly regardless of position is expected to**

- **uphold** Fab Youth Philly core values; and
- **promote** an inclusive, welcoming, and respectful environment; and
- Fab Youth Philly is a **learning organization** and employees should be willing to learn through self-reflection and, at times, coaching.

## How to apply:

1. Email resume and a cover letter, explaining why you are qualified for and interested in this position to: [info@fabyouthphilly.com](mailto:info@fabyouthphilly.com)
2. Please **confirm in your cover letter** that you understand this opportunity is part-time, temporary, takes place in-person and employees are required to be fully vaccinated against Covid-19.

*Fab Youth Philly provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, sex, national origin, age, disability, or genetics. In addition to federal law requirements, Fab Youth Philly complies with applicable state and local laws governing nondiscrimination in employment in every location in which the company has facilities. This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation, and training. Fab Youth Philly expressly prohibits any form of workplace harassment based on race, color, religion, gender, sexual orientation, gender identity or expression, national origin, age, genetic information, disability, or veteran status. Improper interference with the ability Fab Youth Philly's employees to perform their job duties may result in discipline up to and including discharge.*