

Job Vacancy Posting

Youth Summer Program (MOST)

Department/Division:Education DivisionProgram Duration:June 20, 2023 – August 11, 2023

Position/Job Title	Hourly Rate	Education/ Training	Experience	Primary Duties
Site/Program Coordinator Full-Time 10 Weeks Monday - Friday	\$28.00	Bachelor's Degree required	Minimum of 3 years of working in education and youth development; supervisory and program planning experience.	Primarily responsible for the effective implementation, management, and evaluation of specific program areas. *Start Date of June 12, 2023*
Program Assistant Part-Time 20 Hours Weekly Monday - Thursday	\$15.45	High School Diploma required	Minimum of 6 months of work or volunteer experience working with children.	Provide overall support to the designated program and be responsible for ensuring program scheduling and ordering of supplies and event materials as needed.
Certified Teacher Part-Time 17 Hours Weekly Monday - Thursday	\$25.00	Bachelor's Degree in Education and Current Teaching Certification required	A current or expired teaching certificate (out-of- state/country). Proof of certification must be on file. A minimum of 2 years of active experience teaching in a private school. Proof of experiences such as a letter from a school or an alternative form of evidence that the teacher has a minimum of two (2) years of active teaching experience must be on file.	Responsible for daily implementation of the program, facilitating curriculum, work with groups and individual children to increase knowledge levels.
Youth Educator Full-Time Monday - Friday	\$20.89	Bachelor's Degree required; Teaching Certification preferred	Minimum of 2 years of working in education and youth development; supervisory and program planning experience.	Organize and implement creative, innovative programming and curriculum. Supervise youth in the program and provide effective classroom management.
Security Officer Full-Time Monday - Friday	\$20.50	High School Diplomas required	Documented proficiency, i.e., degree, or in pursuit of a degree in the area of focus in security, criminal justice, etc. Preference is given to current or retired school security specialists.	Must be visibly on-site and accessible during site operation to monitor all areas associated with the site and ensure the safety of the children.