



**Position:** Program Lead

**Pay Scale:** \$13.00 per hour

**Start Date:** August 8<sup>th</sup>, 2019

**Required Hours:** 20-25 hours per week

**Morning shifts (5:45am - 8am) are required at least 2 days a week**

Kids Club 360 is looking for an energetic and passionate Program Lead to work with ages 5-12 within our Licensed Before & After School Kids Club 360 sites, DBA of the Boys & Girls Club of the Pikes Peak Region. Kids Club 360 offers amazing opportunities and programs; Kids Club 360 needs someone who is just as excited as our organization to change and impact their lives!

**Duties:**

1. Plan, implement, and document successful Boys & Girls Club programs in the areas of academic success, character and leadership, healthy lifestyle, and art activities with school-aged children.
2. Adhere to policies and procedures in a pro-active manner, making the safety and care of children your primary focus.
3. Build a positive relationship with each club member in your care and foster positive connections between participants.
4. Conduct yourself as a professional and representative of the organization with school staff, parents, children and anyone else with whom you come into contact in your role.
5. Maintain and enforce rules and behavioral policies.
6. Be a contributing member of the team.
7. Inspect and clean, on a daily basis, facility and equipment. Check supplies and be sure all are accounted for and request more supplies if running low.
8. Actively participate in all aspects of staff or member development, weekly team meetings, pre-service training, and an additional 15 hours of training during the school year.
9. Participate in special programs and or events. These events may be scheduled at times when the club is not open.
10. All other duties as assigned

**Required Qualifications:**

1. Candidates must be 19 years of age, have a High School Diploma or GED, and **AT LEAST** 461 verifiable experience hours with school-age children (4 years and older).
2. Must be able to open twice a week and work every afternoon. Morning hours 5:45a . 8a and afternoon hours Mon - Fri 1:30p -6p
3. Must be able to pass a drug test (including marijuana) and background check.

To Apply: Send resume to [Sbethel@bgcpper.org](mailto:Sbethel@bgcpper.org) with position title in the subject line.