Youth Worker

Job Summary:

The Youth Worker helps to implement high quality after-school programs and activities for children and adolescents participating in Ela Township’s Youth Program. This position will provide support to the Youth Program through direct service in supplemental education programs for kids in need as well as alternative activities, such as sports, arts or recreation programs, that provide a safe, nurturing and productive environment. Regular attendance and punctuality at the workplace is required. Up to 20 hours per week. Hours may vary depending on work load or scheduled meetings.

Responsibilities:

❖ Act as a role model through positive interaction and supervision of school age children (grades K-8) through games, crafts, homework help and other planned group activities;
❖ Apply basic youth development principles in working with youth through communication, relationship development, and respect for diversity, involvement and empowerment of youth;
❖ Follow and uphold all safety and security rules and procedures; and
❖ Performs any other duties as assigned.

Basic Qualifications:

❖ High school education and/or diploma; and
❖ Must pass an employment background check and/or drug testing.

Preferred Qualifications:

❖ One (1) or more years of experience working with youth programs, recreation, etc;
❖ Prior experience working with youth programs, recreation, and/or at-risk youth; and
❖ Certification in CPR, First Aid, and AEDs.

Work Environment / Physical Requirements:

Work is performed both indoors and outdoors in heat and cold temperatures at times. Administrative work is performed in an office environment. May be required to work on weekends depending on scheduled youth programs. The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Frequent standing and/or walking. Occasionally, stoops, kneels, crouches, crawls and may need to lift and/or move objects weighing up to 30 pounds. Uses office/recreational equipment on a regular basis.

This job description does not constitute an employment agreement between the employer and employee. It is used as a guide for personnel actions and is subject to change by the employer as the needs of the employer and requirements of the job change.