

## **After-School Clubs Facilitator**

Job Location

Sacramento Regional Program Center - Sacramento, CA

Position Type

Seasonal

Education Level

4 Year Degree

Salary Range

\$25.00 Hourly

Travel Percentage

Up to 50%

Job Shift

Day

**We are also hiring for this position in our Modesto office.**

As a member of the Girl Scouts Heart of Central California (GSHCC) After-School Programming team, the incumbent will play a key role in preparing and delivering Girl Scouts After-School Club programming to elementary-age school girls.

- Prepares and delivers Girl Scouts After-School Clubs programming in after-school settings at assigned locations throughout the 18 county Council area.

- Attend all facilitator trainings and weekly meetings as scheduled.
- Maintain and update accurate online and physical records. May include (but not be limited to): attendance records (sign-in and sign-out sheets), behavior management documentation, registration forms, session overviews, and other online documentation as required.
- Act as a strong role model for participants, with an emphasis on developing self-confidence and social-emotional skills, using their voices for positive change, and making the world a better place through volunteerism.
- Promote inclusivity with girls from all racial, cultural, and socioeconomic backgrounds, age and ability levels.
- Follow Girl Scout health, safety, and program standards and personnel policies.
- Work cooperatively within a team environment (that includes Girl Scouts After-School Clubs staff and other facilitators).
- Communicate proactively with after-school program staff about program plans to build awareness and create buy-in.
- Address any behavior problems by employing appropriate measures.
- Work with a different group each day and be prepared to use a personal vehicle to travel to a different school site daily.
- Perform other duties as assigned.

## **SKILLS & QUALIFICATIONS**

- Must hold a Bachelor's degree, **OR** complete minimum child development credits (12), **OR** meet the state instructional aide requirements **AND** pass the instructional aide exam.
- Minimum age of 18 years old.
- Ability to work with children in at-risk environments.
- Demonstrate a commitment to recognize and respect the many forms of diversity.
- Demonstrated good judgment, flexibility, enthusiasm, and patience.
- Bilingual skills a plus.
- Have reliable form of transportation; minimum one year of driving experience; good driving record; proof of insurance.
- Current First Aid/CPR certification preferred.

## **PHYSICAL REQUIREMENTS**

- Able to lift and carry 25 pounds.

## **WORK HOUR/TRAVEL**

- Willingness to work a flexible schedule and travel as required. Incumbents will work 4 hours per day, 5 days a week.
- Willingness to work late afternoons and possibly evenings

## **OTHER WORKING CONDITIONS**

- Work with a staff regional team to assist each other in reaching department goals.

At GSHCC, our mission is to build girls of courage, confidence, and character, who make the world a better place. We offer a diverse and inclusive array of programming and perspectives with the goal of ensuring all girls, volunteers, and staff have a safe space, where they can learn and grow and be their authentic selves.

As a member of this community, I have certain responsibilities outlined in the GSHCC Community Statement, and use the following principles to guide my actions:

- I build trust and relationships.
- I engage in honest conversations.
- I collaborate and urgently solve problems.
- I act with integrity.
- I am aware of my biases.
- I embrace accountability.
- I work effectively and efficiently.
- I am courageous.

Please apply directly on our website by using this link.

<https://www.paycomonline.net/v4/ats/web.php/jobs/ViewJobDetails?job=333176&clientkey=A12ACBBBF1539B574E31E758F9F9D18>