



BOYS & GIRLS CLUBS

METRO DENVER



Make a Difference FOR KIDS

Helping Kids. Building Communities. 

Boys & Girls Clubs of Metro Denver is offering an exciting opportunity for the right person to join our dynamic, forward-thinking team. We rely on the dedication of caring employees to provide a safe, nurturing environment for kids to learn and grow. We take pride in our highly skilled, diverse and committed workforce. Our staff are educators, coaches, artists, mentors, community leaders and ambassadors. Join a team of passionate individuals who are working to make a difference for kids.

Health Specialist – Jefferson County Boys & Girls Club

Club/Office Location: Jefferson County Boys & Girls Club

Job Description:

This position is part of a team-oriented Club staff dedicated to serving our youth and creating an optimal Club Experience. This position will plan, supervise and implement a variety of high-yield activities and targeted programs within a health and outdoor education focus. This is a grant funded position running through December 2019 with a likelihood of renewal.

This position primary responsibilities are:

- Planning and implementing a variety of health programs for members of all ages, including SMART Moves, Draw the Line/Respect the Line, Get Real, Healthy Eating, Active Living, and Tobacco Social Action.
- Recruiting and retaining youth for the health and outdoor programs and meeting pre-established attendance and graduation goals.
- Working with partnerships and other community agencies organized by the Outdoor Education Coordinator and/or the Health and Outdoor Education Program Manager.
- Working with the members and their families to enroll in the community programs.

This position helps members to make appropriate choices about their education, career, social, physical and emotional needs as it relates to health and their interaction with the Colorado environment from their backyard to the backcountry. The position also assesses the developmental needs, interests and characteristics of youth to develop targeted programs that result in an outcome-driven club experience.

Additional responsibilities will include but are not limited to:

- Grant reporting, meeting with other club staff, participation in professional development.
- Inventory and care for materials.
- Upkeep of all program areas and Boys & Girls Clubs vehicles.
- Facilitation of premier Colorado experiences for youth to participate in program such as hiking, archery, mountain biking, fishing, leave no trace, skiing, snowboarding, snowshoeing, National and State Parks exploration, environmental stewardship, and other nature based education.
- Family cooking classes will be facilitated for a total of 5 families per program year.

The information presented indicates the general nature and level of work expected of employees in this classification. It is not designed to contain or to be interpreted as a comprehensive inventory of all duties, responsibilities, qualifications and objectives of employees assigned to this job. The Boys & Girls Clubs of Metro Denver is fully committed to Equal Employment Opportunity and to attracting, retaining, developing and promoting the most qualified employees without regard to their race, gender, color, religion, sexual orientation, national origin, age, physical or mental disability, citizenship status, veteran status, or any other characteristic prohibited by law.

Job Requirements:

- Bachelor's degree from a regionally-accredited institution of higher learning in education, human or social services, theatre, art or a related field of study is preferred. Equivalent experience directly serving youth in a similar role may be substituted on a year-by-year basis.
- At least one year of direct youth service experience and will have a demonstrable record of planning and implementing youth programs. Previous experience working with at-risk youth is preferred, as is a background in health and/or outdoor education. Volunteer service may be substituted on a year-by-year basis.
- Planning and implementing a variety of health programs for members of all ages
- Grant reporting, meeting with other club staff, participation in professional development.
- Inventory and care for materials.
- Facilitation of premier Colorado experiences for youth to participate in.
- Candidates must be able to pass a drug test, criminal and driving records investigation.
- The successful candidate will primarily work indoors and outdoors, with outdoor work inclusive of moderately physically demanding activities. Accordingly, the ability to use a variety of outdoor equipment as well as janitorial and office equipment is required. The job requires the ability to stand for extended periods on uneven ground, kneel, reach, bend, and lift objects weighing in excess of 25lbs. The ability to read and write is necessary to complete reports and properly document program and organizational data. A valid driver's license and ability to be insured under the company's insurance policy is also a requisite.
- Continued employment is based upon the successful completion of Adult and Pediatric First Aid/CPR/AED courses and maintaining your certification which is paid for and coordinated by BGCMD.

Details:

Status: Full-time (32 hours per week)

Pay Range: \$15.00 an hour non exempt

Benefits: Health, dental, vision and life insurance, a generous 401(k) matching program, paid time off including holidays and birthday, paid parental leave, professional development opportunities and more.

Interested applicants should submit a cover letter, resume and three professional references to jobs@bgcmd.org. Please include the position title in the subject line of the e-mail.

This position will remain open until filled.