

# After-School Youth Development Professional

## Job Details

Level: Entry  
Job Location: TBD  
Position Type: Part Time  
Education Level: Bachelor's Degree  
Salary Range: \$18.00 Hour  
Job Shift: Monday-Friday, 2:00 pm-6:00 pm  
Job Category: Non-Profit, Youth Services

## School Site

A Youth Development Professional (YDP) is responsible for implementing and supervising all youth development-related activities and events. The YDP works closely with the Site Facilitator running programming at our After School Day Program. The YDP will work closely with the Management to deliver a safe and approved programs for students in a school setting at a school TBD.

### ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Executes implementing Boys and Girls Club curricula and programs focused on three priority outcomes: academic success, good character and citizenship, and healthy lifestyles.
- Executes coordinated and integrated activities and events for club members and community and family engagement opportunities.
- Ensures program areas are always safe, engaging, and properly maintained.
- Ensures all program data requirements are completed in a timely and consistent manner.
- Promotes and stimulates membership and participation in activities in the club.
- Supports volunteers who assist with the implementation of program activities.
- Establish positive relationships with all stakeholders, including youth, parents, volunteers, schools, and community partners.
- Provides positive, informal guidance and mentorship.
- Effectively communicates the club's goals, objectives, programs, and activities to stakeholders.
- Takes responsibility for assigned equipment and supplies.
- To perform other tasks and duties as assigned.

## Qualifications

- Bachelor's Degree Required
- 1+ year experience implementing youth development programs.
- Must possess good character and decision-making skills.
- Must possess a sincere interest in children, maturity, self-control, and sound judgment.
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- Must have the energy and ability to get things done within specific time frames.
- Must support the organization's mission, vision, and goals.
- Must uphold the policies and procedures of the Boys & Girls Clubs of Laredo.
- Possess record-keeping skills.
- Possess skills for communicating clearly and knowledgeably.
- Possess and demonstrate the ability to function objectively and fairly in all aspects, including discipline.