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POSITION OVERVIEW

High School Program Instructors work with a small team of co-workers as a part of a leadership and adventure-based youth development program for DC youth..

DETAILS

Title: High School Program Instructor & Residential Support
Role: Full-time, residential Supervisor: JET Program Manager
Location: Jackson, WY
Dates: June-August 2021
Compensation: 350+ /week
Other benefits: Paid training, certification stipend, travel stipend, room & board

FAQs

Click [here](#) for frequently asked questions about working at City Kids

HOW TO APPLY:

Complete [this application](#) and submit a resume. Please email questions to hiring@citykidsdc.org

High School Summer Staff

JOB RESPONSIBILITIES

OVERVIEW

Responsible for the logistical coordination, daily supervision and primary mentorship for all JETs (High Schoolers) in the Internship Programs and other duties as assigned.

INTERNSHIP PROGRAM MANAGEMENT

Responsible for the daily logistics of the Internship and Career Exploration programs, including providing or arranging transportation to and from internship sites, regular communication with intern supervisors, collecting feedback on each intern's performance and leading daily activities. Daily activities include attending local events, outdoor activities and workshops for interns focused on leadership development, professionalism and college/career readiness.

DAILY SUPERVISION OF JETS

Responsible for the daily care, health and safety of a house of 8-16 JETs. Prepare JETs for activities and internships, lead daily reflection and downtime activities.

MENTORING

Primary mentor and supervisor for all JET interns throughout the summer. Facilitate daily check-ins, provide encouragement, support, and formal evaluations during job training program.

QUALIFICATIONS

YOUTH WORK

- Experience in teaching, counseling, and guiding youth; experience with teens preferred
- Manage group dynamics, and support positive behaviors

RELEVANT EXPERIENCE

- Experience developing and leading training workshops; career and college readiness preferred
- Experience interacting with youth 1:1 in a mentorship role, teens preferred.
- Judgement and the ability to anticipate and manage potential hazards, both physical and emotional under stressful conditions.

COMMUNITY VALUES

- Cultural competency, the ability to work in a diverse community and a commitment to social justice, equity & inclusion
- Patience, initiative, enthusiasm, proactive communication style, flexibility, teamwork, and energy

CERTIFICATIONS

- First aid certification appropriate to wilderness activities, as a minimum CPR and Wilderness First Aid (LGT and WFR or EMT preferred)
- Drivers license required