

Group Leader, Childcare Fun Club

Overview

We are seeking a dedicated and passionate Group Leader to join our childcare team. The ideal candidate will play a pivotal role in creating a nurturing and educational environment for young children. This position involves leading elementary children in daily activities, ensuring the safety and well-being of children, and fostering their development through engaging educational experiences. The Group Leader will work closely with parents and staff to provide high-quality care and support for each child's growth.

Responsibilities

- Develop and delivery of a range of developmentally appropriate programs and activities for 6–12-year-olds. Must have the ability to lead children through activities in an upbeat and positive manner
- Programming can include, but is not limited to, academic enrichment activities, homework assistance, crafts, games and athletic and recreational activities.
- Serve as a responsible and reliable role model for children participating in the program.
- Share concerns and challenges with supervisor.
- Ensure afternoon snacks are served to participants.
- Assist with maintenance of materials, equipment and other resources belonging to the program area(s).
- Maintain a safe and clean program area.
- Participate in individual and group supervision sessions; participate in professional development opportunities as required.
- Collaborate with staff on programming and special events.
- Foster a positive and inclusive environment by promoting teamwork, cooperation, and mutual respect among members and staff.
- Supervise and redirect program participants within the program area and throughout the program.
- Other related duties as specified by the Site Coordinator.

Requirements

- **Strong interpersonal and communication skills required. Ability to lead children.**
- **Must be 18+ years of age.**
- **High School degree or GED required.** *Some college preferred.* Bachelor's or Associate's degree can replace some of the qualifications needed.
- **Minimum six months of related work experience in childcare required**
- Ability to work with youth and families from a variety of backgrounds.
- Ability to work independently and as part of a team.

Training

Must be or become CPR / First Aid certified. (We pay for training)

Please note: We have 3 Job openings Monday – Friday. Two are 2pm to 6pm, Third job opening is 1:45 to 6pm.

General BGCGB Expectations:

- **Healthy Behavior Modeling** – Teaching youth/teens the importance of living an active, healthy lifestyle is a BGCGB priority. As a result, all staff is expected to model healthy behavior while working with our members.
- **Inclusive Environment** – BGCGB values creating child-friendly environments, where youth/teens of all abilities can be successful and participate. BGCGB expects employees to embrace its focus on inclusion of all members, regardless of disability or developmental challenge.
- **Continuous Learning** – Building the capacity of staff is central to BGCGB. The organization encourages and requires that all staff participates in annual professional development opportunities that continue to cultivate their skills in the youth development field.
- **Safe Spaces** – Every staff member shares the responsibility for ensuring BGCGB is, and remains, an environment free of sexual, physical, or emotional abuse.

Join our team as a Group Leader where your skills will make a meaningful impact on the lives of young children!

Job Type: Part-time

Pay: Competitive pay based upon experience level

Work Location: In person at:

Dutile Elementary Fun Club, Billerica 1:45pm to 6pm

Parker Elementary Fun Club, Billerica 2pm to 6pm

Hajjar Elementary Fun Club, Billerica 2pm to 6pm