

**About the Hyde Square Task Force:**

Founded in 1991, the Jamaica Plain based Hyde Square Task Force serves more than 1,000 youth ages 6-21 each year through award-winning programs in: Youth Leadership Development, College Preparation and Academic Support, Arts and Cultural Enrichment, and Youth Led Organizing and Community Development Initiatives. The mission of the Hyde Square Task Force is to develop the skills of youth and their families so they are empowered to enhance their own lives and build a strong and vibrant urban community.

Position: Lead After School Teacher

Job Summary: The Lead After School Teacher will be responsible for coordinating, planning and implementing daily activities at the Hyde Square Task Force After School Program at the John F Kennedy Elementary School for 39 children in grades 1-5. The Lead After School Teacher will be responsible for overseeing the daily functions of the program and will work closely with 13 program participants on homework, discovery activities, and project-based learning activities. The Lead Teacher will aid in resolving major behavioral issues for any program participant. The Lead After School Teacher will also be responsible for coordinating all After School Program events and parent meetings throughout the year.

Primary Responsibilities:

- Facilitate daily components of the After School program
- Aid with supervision of 39 After School participants
- Plan and implement Community Exploration and Team Building activities for designated group of 13 participants
- Communicate weekly with families of participants designated to your group
- Coordinate parent meetings with all After School families at least 4 times per year
- Coordinate other After School Program events and showcases
- Participate in professional development opportunities related to programming
- Assist in planning and facilitating weekly staff meetings and program planning sessions

Position Details:

- 15 hours per week (10 contact hours)
- Position pays \$8-\$22 per hour based on experience
- Program runs October 31st, 2011 - June 7th, 2012
- Program times are Monday - Thursday 3:00-5:30, Planning and administrative support time is Fridays 3:00-5:00

Qualifications: Applicants must have 2 years or more experience working with school-age children and must have relevant college coursework and training in Child Development, Education, Social Work, Counseling, or other related fields. Applicant must be creative, motivated, capable of multi-tasking, and able to work with children from diverse backgrounds. Bilingual Spanish/English and CPR/First Aid certified a definite plus.

Please e-mail cover letter, resume, and three personal references to: Barbara Civill, barbara@hydesquare.org.

No phone calls please.

Hyde Square Task Force is an equal opportunity provider and employer. We value having a diverse staff who are representative of the community we serve and bring to our organization a variety of traditions, experiences, and points of view. Individuals of all backgrounds are strongly encouraged to apply.