



Inspiring all girls
to be strong,
smart, and bold

Girls Inc. of the Valley
P.O. Box 6812
Holyoke, MA 01041

Tel: 413.532.6247

girlsincvalley.org

JOB POSTING: Youth Program Leader- College and Career Readiness

SALARY: \$17.72/hour

SCHEDULE - 30 hours per week

SUMMARY: Girls Inc. of the Valley is seeking creative, energetic individuals who are passionate about inspiring all girls* to be strong, smart, and bold! Research-based curricula, delivered by trained professionals, equip youth to achieve academically; lead healthy and physically active lives; manage money; navigate media messages; and discover an interest in science, technology, engineering, art, and math (STEAM). Girls Inc. of the Valley is an independent affiliate of the national Girls Inc. organization, the nation's leading expert on issues affecting girls and young women. (*Please see our website at www.girlsincvalley.org to learn more about our inclusive gender statement.)

POSITION DESCRIPTION: Youth Program Leaders lead high quality programs for Girls Inc. participants in our Holyoke Program Center and in our school-based programs throughout Holyoke, Chicopee, and Springfield. The Youth Program Leader- College and Career Readiness will support programming focused on college readiness, career exploration, scholarships, future ideation, and community engagement. Programming may also include Healthy Sexuality curriculum. Primary responsibilities include planning engaging and creative programming, group facilitation, and group management. Regular weekend and evening work is required. This position is mostly in-person, with the possibility for occasional remote work.

QUALIFICATIONS:

- Working towards or completion of a two- or four-year college degree.
- Passion for the Girls Inc. mission.
- 2 years' experience working with teens in a formal or informal educational setting or a related field.
- Background in STEM, education, and/or college and career readiness preferred.
- Computer literacy including Microsoft Office (Word, Outlook, Excel, PowerPoint, Teams)
- Ability to communicate, support and enjoy working with students with diverse backgrounds and abilities.
- Must have maintained a valid driver's license for at least 2 years with a clean driving record. Position requires ability to drive a 15-passenger van.
- First Aid and CPR certified, or a willingness to attend training.
- Bi-lingual (Spanish) highly desired (includes pay differential)

TO APPLY: Please send a cover letter, résumé, and names/contact information of three references to Aleks Dow, Program Admin Assistant, at adow@girlsincvalley.org. Applications accepted on a rolling basis. Posting will be removed when positions are filled.