



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: Program Facilitator/Group Leader: EEC After- School -(FT)

SCHEDULE: 30 hours/week; generally, between the hours of 12pm-6pm Mon-Fri, some evenings or weekends with advanced notice; schedule subject to change

STARTING SALARY: \$17.71/ hour

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 trans-inclusive gender statement.*)

POSITION DESCRIPTION: EEC After-School programming for youth 5-12 in grades K-6 derives mainly from our Health Sexuality curriculum. Additional activities include academic support, advocacy, leadership, life skills and more. Program Facilitators lead high quality programs for Girls Inc. participants in our on-site after-school programs serving girls from Holyoke, Chicopee, and Springfield. Primary responsibilities include group facilitation and group management, program development, and administrative tasks.

QUALIFICATIONS:

- Passion for the Girls Inc. mission
- An awareness of and commitment to social justice education, gender equity, reproductive justice, trans-justice, and anti-racism
- Ability to communicate, support and enjoy working with students with diverse backgrounds and abilities
- High School diploma or GED; with 9-months supervised work experience in an early education setting, out of school environment preferred, or one-practicum college credits; OR 3-months supervised work experience and associate or bachelor's degree.
- Be at least 18 years of Age
- Computer literacy including Microsoft Office (Word, Outlook, Excel, PowerPoint, Teams)
- First Aid and CPR certified, or a willingness to attend training
- Must be Covid vaccinated and boosted, or be willing to get vaccinated before employment
- Have a suitable Background Record Check (BRC)
- Create and/or update your Professional Qualifications Registry (PQR)- *prior to assuming the role*
- Complete EEC Essentials 2.0 *prior to assuming the role*
- Must have maintained a valid driver's license for at least 2 years with clean driving record. Position requires ability to drive a 15-passenger van.
- Bi-lingual (Spanish) highly desired

TO APPLY:

Please send a cover letter, résumé, and names/contact information of three references to Kim Colwell, Executive Assistant, at kcolwell@girlsincvalley.org. Applications accepted on a rolling basis. Posting will be removed when position is filled.