



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 Development: Program Facilitator, School Programs

STARTING SALARY: \$17.72 per hour

Part time and Full time available

Come grow with us! Girls Inc. of the Valley is expanding, and we are seeking creative, energetic individuals who are enthusiastic about inspiring all girls to be strong, smart, and bold!

POSITION DESCRIPTION: Program Facilitators working in our school and community partner programs lead high quality programs for Girls Inc. participants throughout Springfield, Chicopee, and Holyoke. Primary responsibilities include leading programs with a focus on our recognized Comprehensive Sexual Health curriculum along with programs that support advocacy, STEM, economic literacy, leadership development and life skills. Programs take place primarily during the school day and after-school hours. Some limited evenings and weekend hours will be required with advance notice.

GENEROUS BENEFITS:

- Option for 100% employer- paid health and life insurance – coverage on the first day of employment for all full-time employees (30 + hours per week)
- Dental and vision insurance available at an affordable cost
- Generous Paid Time off -including Vacation, Wellness, Sick, Holidays and Birthday
- Employer retirement contribution partial match
- \$1,000 differential for bilingual (Spanish/English) staff
- Regular staff appreciation events and professional development opportunities

QUALIFICATIONS:

- Passion for Girls Inc. Mission.
- Experience working in a youth development program including summer program, out-of-school environment, early childhood development, school system, or a related field.
- Collaborative, optimistic, energetic, individual who enjoys working with youth.
- Be at least 18 years of age and a successful CORI and SORI.
- Ability to support and work with students with diverse backgrounds and abilities.
- Computer literacy including Microsoft Office (Word, Outlook, Excel, PowerPoint, Teams)
- Must maintain a valid driver's license. Position requires ability to drive program vans.
- First Aid and CPR certified, or a willingness to attend training.
- An awareness of and commitment to the educational and cultural benefits of social justice education and cross-culturally adept environments.
- Must have a valid driver's license for at least 2 years with a clean driving record.

TO APPLY: Send a cover letter ***clearly stating the position(s) you would like to be considered for (part time or full)*** résumé, and names/contact information of three references Aleks Calloway, Program Administrative Assistant at Acalloway@girlsincvalley.org. Applications accepted on rolling basis with those submitted before January 26th with COMPLETE application materials will be given first consideration. Posting will be removed when positions are filled.