



# The Boston Project Ministries Elmhurst Park Program Assistant Leader Summer Employment 2019

## *Job Description*

### **Want to have FUN with kids leading activities at a Park Drop-In Program?**

The Boston Project is seeking 4 youth, ages 15-19, to join our Elmhurst Park summer team to lead kids in activities related to Fun Fitness, Creative Arts, and Special Events. Elmhurst Park Assistant Leaders work with adult staff and volunteers in providing free summer programming at Elmhurst Park for children (ages 5-11). There will be opportunities for hands-on learning through planning, implementing, and evaluating program activities. The Elmhurst Park Program typically has 30-50 kids per afternoon for six weeks of the summer. There is an optional faith element to the park program for kids, but youth employees are not required to participate.

### **What you would be doing...**

- **Help plan and prepare daily lessons and activities** with the team
- **Assist with the leadership of activities** (sign-in, crafts, team building games, etc.)
- **Fully plan and lead 2-4 kids activities independently** during the summer
- **Demonstrate love and care** for children and their developmental needs
- **Assist in preparing a team presentation for The Big Event closing summer celebration**
- **Daily set up** (tents, tables, chairs) and **break down** of the park program
- **Help manage the free lunch program, snack time, and bathroom usage**
- **Organize and maintain program supplies** (recreation equipment, craft supplies, etc.)
- Help **maintain cleanliness** of Elmhurst Park and The Boston Project Ministries' house
- Participate in community outreach strategies to increase program participation

### **The ideal candidate will have the following qualities:**

- **Ability to work together on a team and with volunteers from outside the city**
- **Willingness to care for and work with children**
- **Willingness to work outside in the summer sun**
- **Willingness to work with your hands and do physical labor** (moving equipment, cleaning)

### **Summer Schedule**

Employment begins Monday, July 9 through Thursday, August 15, 2019.

Typical Work Schedule: Monday through Thursday 9:30 AM - 4:30 PM with 45-minute unpaid lunch

Location is in the Codman Square neighborhood of Dorchester. 15 Elmhurst Street, 02124.

### **Compensation**

This is a seasonal non-exempt position with a pay rate of \$12 per hour.

### **Questions**

Contact Christian Grant, Youth Programs Manager, [christian@tbpm.org](mailto:christian@tbpm.org), 617-615-1066

Application period is open until April 30, 2019. Hiring decisions will be made in May.

**To Apply: Online application at: <http://www.tbpm.org/youth-jobs/>**