



**FOR YOUTH DEVELOPMENT
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY**

Position Title: **Power Scholars Coordinator**
Branch: Safe Places
Reports to: Safe Places Director

Grade: **TBA**
Classification: Part-Time, 20 hours
Hourly Wage: \$25

General Function:

The Power Scholars Coordinator will work alongside the Y Safe Places Director to implement a literacy and math after school curriculum to 25-30 youth, oversee the Power Scholars Academy, an 8 week Afterschool program, and 3 family literacy nights. Program will operate at a Flint-based community center.

Qualifications:

- Must be at least 21 years of age, and hold a bachelor's degree in education or equivalent and have at least two years of teaching experience in an urban public school with (elementary / middle school / K-8) children; or equivalent combination of education and experience.
- Passionate belief in the Y's cause of nurturing the potential of all youth, supporting healthy living for all people and finding ways to help and support our community.
- Ability to relate effectively to diverse groups of people from all social and economic segments of the community.
- Knowledge of youth and teen issues, enthusiasm for (literacy / math / literacy and math) academic standards and instructional rigor
- Excellent organizational and communication skills

Essential Duties and Responsibilities:

- Implementing (literacy / math / literacy and math) curricula and activities to meet academic standards
- Utilizing formal assessment data to refine and adapt curriculum lessons and inform instructional practices
- Developing daily engaging lesson plans aligned to specific learning objectives
- Delivering relevant, engaging, and rigorous lessons utilizing a variety of instructional methods with program assistant teachers and after school staff
- Maintaining an organized and efficient classroom
- Adhering to all program and district professional expectations and compliance issues
- Creating a positive, achievement-oriented, organized, and engaging learning environment
- Motivating and holding scholars to high academic and behavioral expectations
- Providing consistent rewards and/or consequences for scholar behavior grounded in positive discipline
- Empowering scholars to make positive choices and serving as a role model
- Implementing collaborative and co-teaching instructional strategies with program assistant teachers
- Communicating effectively with scholars, families, program staff, and host-school staff
- Program will operate from October 4 - December 3, Program planning from September 13 - October 1

Job Specifications and Physical Requirements:

The requirements described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.



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- **Minimum Age:**
 - Must be at least 21 years of age
- **Education/Certifications:**
 - BA/BS degree
- **People Skills:**
 - Work effectively under stress
 - Work under specific instructions
 - Make decisions and judgments
 - Work well with people
- **Technical Skills:**
 - Operate computer equipment with proficiency
 - Type 20 words/minute
 - Be proficient in math skills including cash handling and deposits
 - Operate office equipment (copiers, binders, folders, etc.)
- **Physical Requirements:**
 - Speak clearly
 - Speak fluent English
 - Read & write English
 - Bend/stoop/twist
 - Use light cleaning chemicals
 - Lift over 25 lbs