



Silver Bay YMCA

Position: Teen Staff

Position reports to: Youth & Teen Director

Classification: Part Time

Mission: To foster relationships, strengthen communities and nurture spirit, mind and body for all.

Vision: Because of Silver Bay YMCA, connections between people and family are stronger. People are more connected, respectful and caring. They have the confidence to develop to their full potential and to positively impact the communities in which they work and live. As a result, communities are more dynamic, inclusive and diverse. As stewards of Lake George, we inspire people to be stewards of the environment while they are visiting our magnificent campus and in their home communities.

General Function: To provide safe, creative, exciting, and age appropriate programs for youth in grades 6th through 12th. The ideal candidate will monitor the program participants and facility and report to the Youth & Teen Director.

Know How: The ideal candidate should have experience working with children, preferably teenagers. Recreational and art skills are helpful in creating interest and developing relationships with participants. The ability to work in a team environment is also necessary for planning and program performance purposes.

Principle Activities:

- Able to work with a flexible weekly program that offers a supervised teen center and variety of activities from lock-ins (overnights), dances and leadership development to youth grades 6th through 12th.
- Prepare the necessary supplies for activities.
- Meet with the Youth & Teen Director on a weekly basis to discuss youth participation in programs, review issues/concerns, and coordinate programming.
- Develop a supply list for monthly programs and submit the request to the Youth & Teen Director for approval.
- Keep an accurate attendance list of the teen participants in each program and return all attendance records to the Youth & Teen Director.
- Participate in group training programs for emergency procedures and other activities scheduled by the Youth & Teen Director. Ideal candidates are encouraged to complete First Aid and CPR courses prior to Fall 2021.
- Maintain Silver Bay YMCA's commitment to customer service by being punctual, prepared for programs, and friendly to staff, youth and their parents/guardians.
- Responsible for knowing where teens are at all times, accountability and responsibility are paramount skills necessary for success.
- Implement YMCA character development goals; caring, honesty, respect, responsibility, and integrity each day.
- Any other duties as assigned by the Youth & Teen Director.

Submit Applications to: knobis@silverbay.org

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