



Position: Program Leader (Part-Time)
Organization: After School All-Stars New York
Location: New York, NY

ORGANIZATION BACKGROUND:

Founded in 1992, [After-School All-Stars](#) provides free, daily afterschool programs to over 90,000 youth in over 450 school sites in 19 chapters across the U.S. Our vision is for our All Stars to be safe and healthy, to graduate high school and go on to college, to find a career they love, and to give back to their communities.

A UNIQUE OPPORTUNITY:

We are seeking Program Leaders (PL) for the current school year (with potential for summer work as well) in New York City. The successful candidate will be a self-starter with a great personality, passionate about serving youth in an educational setting, with the ability to mentor elementary and middle school students. The PL's mission is to ensure that youth have a positive and fun after-school experience.

SPECIFIC REQUIREMENTS:

The part-time Program Leader, under the direction of the Program Manager, is responsible for the daily implementation of the After-School All-Stars program model:

Youth Supervision:

- Supervise students at all times
- Attend program daily, Monday – Friday
- Follow the ASAS code of student conduct when disciplining students

Curriculum Development:

- Create quality lesson plans to ensure student engagement, safe learning environments; and provide a structure designed to incorporate the end-of-session culminating event
- Attend professional development activities and meetings
- Assist in acquiring and coordinating program equipment, materials, facilities, nutrition, and transportation needs onsite

Facilitation:

- Collaborate with Program Manager and fellow program Leaders to establish and maintain a high quality program
- Support student recruitment and promotion of the program
- Create and maintain an inviting, safe and orderly environment including ensuring the cleanliness of classrooms, auditorium, and other areas where the program is held
- Maintain professional and positive relationships with school staff, partners, students and parents

Data Management:

- Maintain accurate attendance data and reports
- Submit required data on time and accurately

WHO SHOULD APPLY?

The successful candidate will have a year or more of non-profit or related youth development program experience. The individual will have a familiarity with and passion for working with low-income youth.



Position: Program Leader (Part-Time)
Organization: After School All-Stars New York
Location: New York, NY

- Some undergraduate study is required; coursework in education, social or human services, child development, or related field is desirable
- Individuals who may have experience in the following areas: Math, English, Business, Music, Dance, and Computer Literacy are highly desired
- One or more years' experience working in an after school, day camp, or community youth outreach setting, primarily of the middle school age is preferred
- Experience creating lesson plans or multi-week curriculum preferred
- Ability to work cooperatively and collaboratively with school district staff, program staff, parents, and community leaders
- Ability to communicate effectively and demonstrate sensitivity to others as well as respond to critical incidents and act swiftly in an emergency situation
- Familiarity and experience with diverse populations and cultural competencies are strongly desired
- Excellent organizational skills
- Ability to work with electronic devices
- Must clear School-Aged Children Care Program requirements, Statewide Central Register of Abuse and Maltreatment (SCR) clearance as well as Medical, FBI Livescan, State background check, and Tuberculosis Clearances

ASAS is an equal opportunity employer and candidates of diverse backgrounds are encouraged to apply.

HOW TO APPLY FOR PROGRAM LEADER ROLE:

Submit a cover letter and resume via e-mail to: NYNJjobs@afterschoolallstars.org. Your cover letter should be in PDF format, and indicate how your experience is relevant to this role with [After-School All-Stars](http://www.afterschoolallstars.org). Please include "Program Leader, NY" and your last name in the subject heading.

LEARN MORE ABOUT AFTER SCHOOL ALL-STARS:

To learn more about ASAS, please visit our website: www.afterschoolallstars.org