



**BOYS & GIRLS CLUB**  
OF GREATER BILLERICA

## **Fun Club After-School Program Employment Opportunities**

### **Organizational Overview**

The mission of the Boys & Girls Club of Greater Billerica is to enable all young people, especially those who need us most, to reach their full potential as productive, caring, responsible citizens. By reaching children at an early age and providing positive activities and encouragement, our Club provides a compelling alternative to many of the negative influences that effect our youth today.

Our Club programs promote the development of young people by instilling a sense of competence, usefulness, influence and belonging. When this strategy is fully implemented, self-esteem is enhanced and an environment is created which helps our members achieve their full potential.

### **Job Description**

We are seeking fun, energetic, creative staff who have a passion for working with children throughout the Billerica community. Must be dependable, compassionate, and outgoing.

We operate our Fun Club program at all five elementary schools (grades K-4) in Billerica. Fun Club is held on-site, from school dismissal until 6PM. Activities include homework help, gym games, educational programs, arts and crafts, and more. Fun Club staff must be at least 16 years old, preferably 18, and meet the following qualifications and responsibilities. Starting pay is based upon experience.

### **Responsibilities**

- Supervision of children in grades K-4 during all aspects of the after-school programming
- Develop and foster healthy relationships with all members at assigned club site—providing guidance and modeling positive behaviors
- Participate in planning and implementing an enriching, exciting, and robust after-school curriculum.
- Must be available to work Monday through Friday, 2PM to 6PM.

### **Qualifications:**

#### ***Group Leader***

1. Must be at least 18 years old and
2. Must meet ONE of the following:
  - Have a Bachelor's or Associate's Degree AND 3 months of experience working with school age children.
  - Have a high school diploma or equivalent AND 6 month of experience working with school age children
  - Have nine months of experience with school age children
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#### ***Assistant Leader (working under the supervision of a Group Leader)***

- Must meet one of the following:
  - Be at least 16 years of age
  - Have a high school diploma or equivalent or
  - Be enrolled in a high school program or equivalent.

To apply, please send an application and/or resume to [will@billericabgc.com](mailto:will@billericabgc.com) or call 978-667-2193