

Job Announcement

Youth Development Instructor

Summer Program – 2019

Scholars Unlimited



3401 Quebec St. Suite 5010, Denver, CO 80207 ● Phone 303-355-0290 ● Fax: 303-355-0883 ● www.scholarsunlimited.org

Scholars Unlimited is a community-based literacy program serving elementary-age children in Denver who are approaching readers. Our program includes a summer literacy and enrichment program at multiple elementary schools. Scholars Unlimited is currently recruiting Youth Development Instructors for the 2019 season. In the summer, our enrichment programs are held daily, Monday thru Friday, 11:30 – 4:00. Youth Development Instructor hours are 11:00 AM – 4:30 PM.

In addition, all hired instructors are required to attend full day trainings June 3rd to June 7th. The summer program is located in elementary schools throughout the Denver metro area, including schools in Denver Public Schools, Westminster Public Schools and Aurora Public Schools.

Job Requirements

Provide a warm and welcoming atmosphere	Provide positive opportunities to engage students to express and create
Provide safe and quality care to students for groups up to 15 school-age children	Be actively engaged with students at all times
Provide and support opportunities for student to learn new skills using positive youth development practices	Complete paperwork as required by the State of Colorado for child care licensing
Attend ALL training and staff meetings for YDI's	Daily program preparation, including supplies, schedules, activities, etc.
Facilitate programming	Plan daily enrichment activities, and create weekly lesson plans
Work effectively as a team member	Positive communication with families
Assist enrichment providers with activities	Allow for flexibility in order to support the team and program as needed
Adhere to all Scholars Unlimited policies as stated in the handbook	Other duties as assigned.

Minimal Requirements

Must be at least 18 years old	Must pass Social Services Childcare requirements*
Have child care experience	In good standing with Scholars Unlimited
Able to work the entire schedule without days off except for July 4 th and 5 th	Current certification in CPR-AED and First Aid by June 7 th , 2019
Able to attend all trainings	

* **Childcare requirements: must be at least 18 years old; have at least 3 months of full time or equivalent verifiable experience with school-age children.**

Compensation

Compensation is \$13.00 an hour for instruction, training and planning.

Application Process

To apply, visit the Scholars Unlimited website at www.scholarsunlimited.org to fill out an online application. After applications are reviewed, you may be invited to an interview.

Employment with Scholars Unlimited is on an "at-will" basis and is for no definite period and may regardless of the date or method of payment of wages or salary, be terminated at any time with or without cause and without prior notice. Equally, employees are free to terminate their employment at any time for any reason.