

Youth Volunteer Corps

Team Leader Position

Position Objective:

To represent the Youth Volunteer Corps and sponsoring organizations as an on-site supervisor and positive role model for youth volunteers assigned to work on community service projects through local non-profit agencies and organizations.

Duration of Position: Up to 9 weeks, M-TH May 27 – July 29

Position Responsibilities:

1. Supervise and work with Youth Volunteers during service projects.
2. Act as a liaison between the Program director and the service agency.
3. Foster team work between Youth Volunteers.
4. Guide Youth Volunteers through on-going reflection activities.
5. Communicate regularly with the Program Director and discuss discipline problems as necessary.
6. Lead regular team meetings, to be held at least once a week.
7. Conduct Youth Volunteer program surveys. Complete Team Leader project and program evaluations.
8. Participate in daily project activities, YVC social activities and recognition events.
9. Attend Team Leader training and staff meetings, and participate in Youth Volunteer orientation.
10. Maintain accurate records on attendance and performance of volunteers.

Qualifications:

Training and Experience: College level course work in Education, Recreation, Leadership or a related field and one or more years of experience working with youth in a supervisory capacity. Possess the ability to motivate and guide youth during their service experience.

Physical Requirements: Must be able to work outdoors with youth during the summer months. Possess the stamina required for frequent walking, standing, lifting and carrying objects up to 25 pounds, occasionally up to forty pounds.

Rate of Compensation: \$13.00 per hour. No benefits offered.