



## GROUNDWORK

595 SUTTER AVENUE, BROOKLYN, NY 11207 (P) 718-346-2200 (F) 718-346-2020

### Position Description **Senior Team Leader**

- Position:** Senior Team Leader, Groundwork for Youth Summer Academy
- Position Dates:** **Pre-service Training** (paid) – Monday, June 14 through Friday, June 25, 2004. Dorm residence required for the 2-week period (room & board covered).
- Summer Academy** – Monday, June 28 through Friday, August 13, 2004. Hours: 8:30 a.m. – 4:00 p.m. (9 weeks total; 7-wk Summer Academy plus 2-wk training)
- Salary:** \$277 per week (pre-tax) stipend + free monthly Metrocards for the entire 9 weeks

**Position Description:** Senior Team Leaders work with high school students and professional staff (including graduate students, teachers and social workers) to teach and mentor children in one of three grade groupings: 2<sup>nd</sup> and 3<sup>rd</sup>, 4<sup>th</sup> and 5<sup>th</sup>, or 6<sup>th</sup> and 7<sup>th</sup> graders.

Each Senior Team Leader works with a group of 10 children in the same grade level. The program curriculum combines literacy instruction with athletics, field trips, community service projects, and arts activities. Each group will also go on an overnight camping trip and a 3-day trip to Philadelphia. Groundwork for Youth operates during the academic year as an after-school program.

#### **Responsibilities:**

- **Manage Children's Participation** in academic, social, and experiential education activities, both on-site and off-site.
- **Conduct Workshops in Your Specific Area of Interest:** such as community service, team building, science, financial literacy, journalism, etc.
- **Ensure Children's Safety** in accordance with program policies and procedures.
- **Communicate** with parents regarding their child's progress.
- **Actively Participate** in all meetings, trainings, events, and trips as required.
- **Please Note:** This is not a 9-5 job. Senior Team Leaders must be extremely dedicated and willing to commit themselves to the challenge of doing whatever it takes to help the children succeed.

**Qualifications:** Candidates must be enrolled in an undergraduate or graduate degree program. Must have previous experience working with children in a structured youth program or K-12 school, preferably in a racially, ethnically, and socio-economically diverse urban community.

Additionally, successful candidates will possess the following traits: 1) an ability to lead children in small group activities both indoors and outdoors, 2) strong interpersonal and communication skills, 3) strong organizational skills, 4) excellent judgment, and 5) the ability to work in a team in a variety of environments.

#### **Organization Summary**

*Groundwork, Inc.* is a new nonprofit organization that helps young people in urban neighborhoods discover and develop their strengths, skills, and talents through high quality experiential learning and work programs. *Groundwork for Youth* is an academic and social enrichment program for children ages 7 to 13 living in public housing developments, launched in June 2002 in the neighborhood of East New York, Brooklyn. Groundwork for Youth gives college students the opportunity to make a meaningful difference in the lives of children and to connect with other college students who are deeply committed to helping children in Brooklyn grow and succeed.

**Process:** Submit resume via email to [hiring@groundworkinc.org](mailto: hiring@groundworkinc.org) or by fax to (718) 346-2020, Attn: HR. Or, you may contact Belinda Waters-Brown at 718-346-2200 ext.107.

*Federal and state regulations require a background check for any person employed in a position directly serving children. Groundwork, Inc. is an equal opportunity employer.*