



Group Leader

The South Bronx Overall Economic Development Corporation's (SoBro) mission is to enhance the quality of life in the South Bronx by strengthening businesses and creating innovative economic, housing, educational and career development programs for youth and adults.

SoBro's programs include spurring economic development, building affordable housing, adult education, workforce development, helping at-risk youth to succeed, and producing other positive outcomes for South Bronx residents and employers.

As we approach our 50th anniversary in 2022, SoBro intends to become a 21st community and economic development organization doing vital work in the communities we serve, incorporating the values of equity, sustainability, strong business practices and advocacy into the foundation of this anchor institution.

Summary

The SoBro Center for Education and Career Development offers successful, exciting, cutting-edge programs for youth and adults. The Center's mission is to engage youth, adults, and family groups in career exploration, leadership development, educational and employment opportunities to achieve economic independence. SoBro is seeking skilled and dedicated individuals with strong commitment to enhancing the quality of life in the South Bronx by providing innovative, outcomes based activities.

Essential Duties and Responsibilities

- Manage group of youth and provide homework help
- Develop and implement project-based lesson plans and activities in area of expertise that enrich academic learning, as well as foster and develop social and emotional skills for students
- Assist with facilitating Science/Literacy/Math based projects for youth
- Lead and assist in all activities such as snack, dismissal, academic and extra-curricular activities, create and facilitate lesson plans, community service projects, chaperone field trips etc.
- Provide opportunities for students to showcase work
- Maintain accurate participant attendance, activity and sign-out records
- Document student progress
- Uphold program policies and procedures, and proper use of supplies and materials
- Maintain classroom cleanliness and organization
- Attend staff meetings, professional development workshops (minimum 30 hours) and program events
- Perform other duties as assigned by the Program Director

Qualifications and Other Responsibilities:

- High School Diploma/Associates' degree (required) in child development, elementary/secondary education, physical education, recreation or a related field; Bachelors' Degree preferred
- Two years direct experience working with children under the age of 13
- Experience working with under-served populations in after-school settings
- Exceptional interpersonal, and superior written and oral communication skills
- Exceptional group management, problem-solving and conflict resolution skills
- Must have the ability to demonstrate and/or show competency in areas of Youth Development principles and social-emotional learning activities

- Ability to create interactive academic and/or enrichment activities that are age-appropriate
- Ability to make sound decisions to secure the safety and wellbeing of all program participants.
- Knowledge of NYC DOH/OCFS Part 414 regulations, DOE's Chancellor's Regulations and Common Core Standards
- Must have State Central Review (SCR) and Criminal Background clearance prior to employment, as well as maintaining background clearance throughout employment
- Must have Medical Clearance within two weeks of employment

Hours

- School-Year- Monday-Friday, 1:00 p.m. through 6:00 p.m. or 15-18 hours per week
- Holidays and School Breaks- Monday – Friday, 8:00 a.m. through 6:00 p.m. (Hours are flexible; two shifts; 8:00am to 1:00pm and 1:00pm to 6:00pm). If applicable
- Occasional weekend and evening hours

Hours

- 15 hours minimum, Monday to Friday, occasional weekend and evening hours

Location: Bronx and Harlem

Salary: Up to \$17/hour

How to Apply

Interested parties should:

- Apply within the hosting jobsite (preferred)
- Send resume to Esther Gonzalez, SoBro, 555 Bergen Avenue, Bronx, N.Y. 10455

NO PHONE CALLS FROM AGENCIES OR RECRUITERS PLEASE!

SoBro provides equal employment opportunity for all applicants for employment without unlawful discrimination as to race, creed, color, national origin, sex, age, disability, marital status, sexual orientation or citizenship status.

Auxiliary aids and services are available upon request to individuals with disabilities
TTY/TDD: 1-800 662-1220 / Voice Relay: 1-800-421-1220