



Youth Champions Club is a nonprofit after-school program for high school students ages 13-18. Through an integrated education, boxing, and leadership program, Youth Champions Club strengthens core competencies that improve academic performance and experience, improve physical health and wellbeing, and increase engagement in activities that promote quality of life in our Baltimore City communities.

What It Means to Work at Youth Champions Club

- Believing in the organizational concept of “Corner Team,” that fosters a familial culture among its members and program partners
- Believing that education is key to success and that all youth, regardless of where they live, can succeed both inside and out of the classroom
- Applying restorative justice practices to strengthen both individuals and our communities
- Reflecting on your work through a racial equity lens
- Using your creativity and thinking outside of the box to always better programming for Youth Champions
- Being comfortable working in an environment where no two days are the same
- Working as part of a team, building a new program that requires wearing many hats
- Being comfortable leading and taking charge when required

What Motivates Us to Do What We Do?

- Our Youth Champions are the future of Baltimore City and we need them! We want to invest our time and resources in their future
- Mind: Our Youth Champions have big dreams, and we want to ensure they carry all the necessary tools to achieve them
- Body: Our Youth Champions are strong, and we want them to live long and healthy lives that allow them to meet their full potential
- Community: Our Youth Champions are capable of leadership; we want to build networks of support that serve them well into their future

Position Summary

The Youth Champions Club, Assistant Program Director is responsible for supporting the Program Director to develop and lead an innovative after school program that meets students where they are to deliver high quality programming that embraces restorative

justice practices, is trauma- informed, and builds racial equity throughout our community.

Primary Responsibilities

Communication

- Generate, edit, publish, and share daily content about Youth Champions Club (original text, images, video) on Corner Team, Inc. social media platforms

Program Implementation

- Serve as the lead staff member providing direct, daily programming to participants for homework help, tutoring, STEAM programming, and other activities assigned by Program Director
- Work closely with Program Director to coordinate and oversee direct volunteer services
- Work with Program Director and volunteer tutors to assess and provide individualized homework assistance and tutoring to program participants
- Work with Johns Hopkins University representatives to incorporate STEAM enrichment activities into programming
- Work with Program Director to coordinate, attend, and supervise field trips and evening or Saturday program events involving students
- Support daily meal operations in accordance with Family League Food Program requirements
- Ensure all program spaces (excluding the boxing gym) are cleaned after each program day and that all trash, food, and equipment are properly accounted for, stored, and secured.

Program Accountability

- Track and report attendance and other measures of accountability required by Family League of Baltimore
- Assist Program Director to prepare reports for required for the Family League of Baltimore Food Program
- Attend required meetings and trainings provided by Family League of Baltimore
- Hear, document, and coordinate with Program Director to respond to parent concerns related to their child, instruction and other program matters
- Work with the Program Director to ensure Youth Champions Club efficacy
- Report to Program Director

Qualifications

- Background in education or tutoring preferred with track record of student success

- Ability to effectively work with teens
- Strong classroom management skills and commitment to safety
- Strong written and verbal communication skills
- Experience using Microsoft Office, database software, and shared online communication platforms
- Experience with social media marketing
- Must be reliable, flexible and trustworthy
- Must have reliable transportation to and from work site
- Must pass background check

Schedule: Monday - Friday 3:00pm - 7:00pm

Job Type: Part-time, approx. 20hrs/week

Compensation: \$25.00/hour

This position is funded through June 30, 2020 with possibility of extension through summer 2020 and the 2020/2021 school year.

Please send a cover letter summarizing your qualifications and position interest along with your resume to:

cornerteaminc@gmail.com

Please use “Assistant Program Director, Youth Champions Club” as your email subject heading.