



## JOB POSTING

### **Summer Group Leader**

The School Age Program at the South Boston Neighborhood House is licensed by the Department of Early Education and Care (EEC). The program collaborates with the City of Boston, Boston Public Schools, local elementary and middle schools, and a variety of local partners concerned with the interests of our children.

The primary responsibility is to engage in a team approach in the development and presentation of a FUN, safe and quality summer program. Activities to enhance the children's creativity, curiosity, cognitive skills, spirituality, sense of community, and positive self-esteem are essential to the growth of each individual child. Group Leaders are accountable to support the Program Director in the planning and implementation of all activities.

The Summer Group Leader position is a 35- hour/week position within the Afterschool Program.

### **Program Responsibilities:**

- Participates in an intensive Summer Program orientation prior to the start of the summer.
- Assumes all Group Leader duties and responsibilities in a summer, day camp setting, including the maintenance of safety on field trips.
- Monitors water play and enforces all established policies regarding swim area regulations.
- Develops with the Program Director a daily age-appropriate curriculum that offers children opportunities to explore the surrounding environment according to their interests, capabilities, and developmental needs.
- Prepares lesson plans and has them approved by the Program Director.
- In planning and implementation of activities maximizes the utilization of space, equipment, and resources.
- Is prepared to follow through with daily projects, activities, etc.
- Makes suggestions to the Program Director for ordering equipment, materials and supplies.
- Maintains a safe and nurturing environment.
- Adheres to all established policies and regulations both on and off-site
- Effectively carries out necessary procedures in regard to incidents, accident, illness, etc.
- Uses positive reinforcement and non-abusive mean of setting limits with the children.
- Makes appropriate requests and offers practical suggestions to Program Assistants while setting a professional example for them in regard to performance, motivation, and attitude.

### **How to Apply:**

**Qualified applicants should submit a cover letter and resume to:**

Eli Mercado, Program Director  
South Boston Neighborhood House  
136 H Street  
South Boston, MA 02127  
Or email [EMercado@sbnh.org](mailto:EMercado@sbnh.org)