

Group Leader (Part-Time Position)

South Asian Youth Action (SAYA)

Organization Description:

South Asian Youth Action (SAYA) is a 501(c)3 youth development organization for K-12 students in need of support in New York City. Our mission is to foster a strong sense of belonging in youth and provide them with tools to thrive academically, professionally and personally. While South Asian-focused, SAYA is secular, inclusive and committed to connecting youth from all backgrounds to opportunities. Our holistic and comprehensive program model consists of academic support, college preparation, leadership and identity development, career exploration, sports activities and arts enrichment. SAYA provides an accessible, safe and culturally affirming space for youth and offers mentorship beyond the classroom so they confidently grow into engaged community members ready for college, career and personal success.

Established in 1996, SAYA has grown into a \$3.9 million organization currently running programs at nine NYC public schools in Queens and Brooklyn, and at our community center in Elmhurst, Queens. We offer year-round programming that takes place during the school day, after school, on weekends and during the summer. During the 2014-15 school year, we had over 800 participants, many of whom identify as South Asian or belong to other communities of color. During the 2015-16 school year, over 2,000 youth have benefited from our services.

Position Summary

SAYA is looking for Group Leaders to work in our Elementary and Middle School Programs. The Group Leader is responsible for the direct guidance, supervision, and safety of youth under their care, while ensuring an engaging and intellectually stimulating youth experience. He/she will serve as a role model for youth by building rapport with youth through positive interactions in program activities. The Group Leader will also assist Activity Specialist during program activities.

Supervisor: Site Director

Compensation: \$13-\$17 an hour, salary commensurate with experience.

Key Responsibilities:

- Actively monitor and engage participants during all program activities including meals, transitions, field trips, clubs, program activities, recreation and dismissal.
- Plan, develop and implement age-appropriate curriculum of interactive challenges, activities and games for youth that lead to youth developing core competencies.
- Provide guidance, problem-solving facilitation, and behavior modification direction as needed.
- Serve as a positive role model for participants by demonstrating professional language and behavior.
- Develop positive, caring relationship with young people and their families
- Utilize youth development principles to enhance program quality and support growth in youth.
- Collaborate and communicate constructively with supervisory staff and team members
- Ensure proper care of all spaces and materials, organize room and report any misused or damaged materials to the site director.

- Responsible for completing and the timely submission of all program reports relative to this position, including but not limited to supply request, lesson plans, incident reports, attendance, snack count and timesheets.
- Actively participate in training and professional development to continuously improve on program quality.

Qualifications

- Those with a BA or current college students preferred; high school diploma or equivalent and prior experience working with children under 13 years of age required.
- Interest and experience in youth development, academic enrichment and creating interactive and educational/artistic activities.
- A genuine enthusiasm for developing professional skills through training opportunities and field practice.
- Ability to work as part of a team with the school community.
- Ability to communicate effectively and respectfully with a broad range of people including school staff and parents.
- Flexibility, with the ability to adapt to changing circumstances.
- Comply with School Age Child Care (SACC) requirements including background check and medical clearance.
- Lots of energy and enthusiasm.
- Additional Qualifications: Bilingual, a plus.

To Apply: Send cover letter with salary requirements, resume, and one writing sample to careers@saya.org. **Applications submitted without writing samples will not be considered.** No phone calls please. Only candidates considered for an interview will be contacted.

Position available immediately.

SAYA is an Equal Opportunity Employer.