

VCC Summer Program Lead Facilitator – (Seasonal – Summer Full-time)

Job Summary

Lead Facilitator will manage and maintain a classroom of students for the six week program, as well as implement activities that align with the theme and goals of the Summer Program. Lead Facilitator will be able to attend staff training (June 3-7) and be fully available for the duration of the program (June 10—July 26; shut down July 1-5).

Principle Responsibilities

- Teaching
- Planning/Administrative
- Observation and Assessment
- Communication

Core Competencies

Approachable	Organizing	Action Oriented
Interpersonal Savvy	Planning	Group and Conflict Management
Spiritual Maturity	Volunteer Coordination	Problem Solving
Self-Awareness	Organizational Agility	Teamwork
Priority Setting	Creativity	Responsibility

Minimum Qualifications, Education and Experience

- High School Diploma or GED required
- Previous experience leading groups, specifically youth, is beneficial
- Comfortable and competent teaching and public speaking
- Intermediate knowledge of office technology tools including web-based, Facebook, Instagram, Word, PowerPoint, Excel, Outlook and Publisher
- Excellent oral and written communication skills
- Friendly, flexible, able to multitask; enjoys working with all kinds of people
- Able to work program's schedule (8:30a-5p staff training; 8a-4:30p during program)
- Satisfactory background check required for all positions
- Commitment to the learning process

Physical Requirements

Stooping, Kneeling, Reaching, Walking, Fine motor work, Grasping, Talking, Hearing, Seeing, Repetitive Motions, Standing, Pushing, Pulling, Lifting, Sedentary Work, Light Work, Medium Work, Outdoor Work, Swimming, Long Walks