



JOB POSTING:
Youth Development Professional (YDP)

Part-Time | Non-Exempt | Tuscaloosa Area
Pay Range: \$14–\$16 per hour

Boys & Girls Clubs of West Alabama is seeking dependable, energetic and caring Youth Development Professionals to help create a safe, positive and engaging environment for children and teens during our After School Program.

Youth Development Professionals plan and lead age-appropriate activities, supervise Club members and build meaningful relationships that help young people succeed in school, develop healthy habits and grow into responsible, confident leaders. Programming may include academic enrichment, arts, sports and recreation, health and wellness, character and leadership development, prevention education and other Boys & Girls Club initiatives.

This position will serve at a BGCWA Club in the Tuscaloosa area. Staff may also be asked to assist at another nearby Club location based on program needs.

Schedule and Compensation

- Part-time, Monday through Friday during the school year
- Standard After School Program schedule is approximately 2:00–6:00 p.m.
- \$16 per hour for employees who are consistently available to work the full weekday schedule from 2:00–6:00 p.m.
- \$14 per hour for employees with limited availability who cannot consistently work the full schedule
- Additional hours may occasionally be available for training, special events, school breaks or summer programming

Primary Responsibilities

- Create a safe, welcoming and inclusive environment for Club members
- Supervise children and teens while maintaining appropriate staff-to-member ratios and safety standards
- Plan and implement daily activities that are fun, educational, engaging and age appropriate
- Lead programs in areas such as education, the arts, sports and recreation, health and wellness, character and leadership development and prevention
- Provide positive guidance, reinforce expectations and respond appropriately to behavioral or disciplinary concerns
- Serve as a positive role model and build supportive relationships with Club members
- Encourage participation and help youth develop confidence, teamwork, communication and decision-making skills
- Support homework completion, academic enrichment and other learning activities

- Establish respectful relationships with parents, guardians, coworkers and school or community partners
- Maintain accurate attendance, program records, lesson plans and other required documentation
- Assist with member check-in, dismissal and authorized pickup procedures
- Maintain clean, organized and safe program spaces
- Monitor supplies and equipment and report replacement or maintenance needs
- Participate in staff meetings, training sessions, special events and organizational activities
- Follow all BGCWA policies, safety procedures and youth protection standards
- Perform other duties as assigned to support Club operations

Qualifications

- High school diploma or equivalent required
- Experience working with children or teens in a school, after-school, childcare, recreation, camp, church, mentoring or youth development setting preferred
- Ability to lead and supervise groups of young people with patience, consistency and enthusiasm
- Strong interpersonal and communication skills
- Dependable, punctual and able to maintain a consistent work schedule
- Positive, team-oriented attitude and willingness to accept direction and feedback
- Ability to plan, organize and lead engaging activities
- Sound judgment and the ability to respond calmly and appropriately to challenging situations
- Willingness to learn Boys & Girls Club programs, practices and youth development standards
- Basic ability to use email and complete electronic attendance or program documentation
- Must successfully complete required background checks and youth safety training

Physical Requirements and Work Environment

This position requires frequent interaction with children and teens in an active Club environment that may be noisy at times. Employees must be able to stand, walk, bend, reach and participate in indoor and outdoor activities for extended periods. The position may also require lifting or moving program supplies and equipment and escorting youth between activity areas, vehicles or field-trip locations.

How to Apply

Please send your resume and a brief cover letter or statement of interest to jobs@bgcwestal.org. Include "Youth Development Professional" in the subject line.

The responsibilities and qualifications listed above describe the general nature of the position and are not intended to represent a complete list of all duties that may be assigned. The role incorporates standard Boys & Girls Club expectations for daily programming, member supervision, recordkeeping, training and maintaining safe, organized program spaces.