

Eureka! Summer Swim Program Leader

About Us

Girls Inc. of Alameda County's mission is to inspire all girls to be strong, smart, and bold. Since our founding in 1958, we have programs that support the unique needs of girls aged 5-18, and, starting in the 1990's, to design and deliver programs using an equity lens, serving those from some of County's least resourced communities, primarily in and around Oakland. Through a K-12 Program Continuum, we empower girls by equipping them to navigate gender, economic, and racial barriers and grow into healthy, educated, and independent adults. All programs are developmentally appropriate, supporting girls' changing needs as they grow. From literacy interventions in elementary school and exciting hands-on STEM and STEAM projects in middle school to building leadership skills and college readiness in high school, Girls Inc. girls receive the support and the opportunities they need to thrive. Girls Inc. of Alameda County's operating budget is \$7M with 100 staff in our downtown Oakland Simpson Center for Girls and in more than 15 schools and satellite centers across Alameda County.

About the Role

A Eureka! Summer Swim Program Leader works with other program leaders to teach and plan a four-week, swim curriculum for the Rookies (8th) and Vets (9th) grade at a pool location designated by Girls Inc. The goal of the swim classes is to create a safe space where the Rookies and Vets will be able to explore swimming at different levels from beginner swimmers to advance swimmers. The Swim Program Leader collaborates closely with the Eureka! Staff team and participates in planning and implementing Eureka! field trips and special events.

Job Summary

- Prepare lesson plans and teach four weeks of swim classes for Rookies and Vets.
- Facilitate mediations and support staff with behavior management policies.
- Participate in Eureka! Program staff training and program preparation activities.
- Create a safe, respectful youth development-learning environment.
- Facilitate independence, conflict resolution, and positive risk-taking in girls.
- Work closely with the Eureka! Rookie-Vet Program Coordinator and Program Assistant to track participants' progress and attendance.
- Maintain organization of the program space, program and communal supplies and paperwork.
- Effectively utilize prep time to prepare for activities and classroom observation.
- Supervise Eureka! Summer participants during breakfast, lunch periods and swimming classes as necessary.



- Attend and contribute to daily staff meetings.
- Attend, supervise, manage and lead youth groups during weekly field trips.
- Assist in planning and implementing activities for Eureka! “Special Events” including: Field Trips; Eureka! Celebration, Eureka! Evaluation.
- Supervise Rookies and Vets at the designated summer program location and field trips including behavior management, exercising safety protocols, attendance, and encouraging participants to learn and take risks.
- Assist with Eureka! Clean Up, and Eureka! Evaluation.
- Perform other duties as assigned in person or in virtual workspace.

About You

- Experience with swim coaching, swim instruction or competitive swimming.
- Current CPR/AED Certification.
- Current First Aid Certification.
- Demonstrated ability to be professional, creative, innovative, and flexible.
- High level of cultural awareness with experience working with youth representing diverse cultures, ethnicities, languages, and abilities.
- Enthusiasm and excitement for working with rising 8th and 9th grade girls.
- Ability to manage small to mid-size groups of teens in a safe, respectful environment.
- Ability to conduct mediations and follow behavior management protocol.
- Understanding of a youth development model.
- Working knowledge of MS Word, Publisher, Excel, and Outlook.
- Knowledge of and commitment to girl-centered programs.
- Excellent verbal and written communication skills necessary to work with youth and co-workers and preparing lesson plans.
- Bilingual (English/Spanish/Cantonese) highly desired but not essential.
- Ability to lift 50 lbs.
- **Instructor must be available to work all dates of the program.**
- A valid California Driver’s License, good driving record, access to a reliable vehicle and proof of automobile liability insurance with minimum policy requirements as established by Girls Inc. of Alameda County.

What We Offer

- Compensation: *Base \$16.50 per hour at 26 hours per week*
- Medical benefits (Employer pays standard medical plan)
- Voluntary Dental
- Voluntary Vision
- Retirement benefit 403b
- Flex spending accounts
- Life Insurance benefits
- Long term disability benefits
- 13 Paid Holidays
- Vacation time off
- Sick time off



- Employee Assistance Program
- Professional development/training

Equal Opportunity Employment State

Girls Inc. of Alameda County is committed to upholding an inclusive work community that reflects the rich diversity of our girls, their families and caregivers, the community members we serve, and our geographic region. We prioritize using an equity lens to: provide culturally responsive programming and resources to those with the least access, and value culture and difference in the office, our programs, and in the community. Through discussion, awareness, and practice, we commit to continuous improvement with the goal of every person in our community knowing the value of this commitment, embodying it, and bringing it to life.

Girls Inc. of Alameda County is committed to providing equal employment opportunities to all qualified applicants for employment and does not discriminate on the basis of race, religion, color, national origin, ancestry, physical or mental disability, medical condition, genetic information, marital status, sex, gender or gender identity, gender expression, age, sexual orientation, military or veteran status, or any other factor not related to ability to successfully fulfill the requirements of the position.

To APPLY Please send resume and cover letter to: talent @ girlsinc-alameda.org. For more information about Girls Inc. of Alameda County, please view our website at www.girlsinc-alameda.org

\$150 COVID-19 Vaccination bonus is offered to successful candidates who can provide proof of full vaccination upon hire and or during onboarding.

