

Eureka! Summer Vet SSB 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

The Eureka! Teen Achievement Program is an intensive five-year program serving girls and gender expansive youth in grades 8 – 12, designed to build their confidence and skills, prepare them for college success, and foster their career interest in science, math, arts and technology. During the Eureka Summer 4-week intensive summer program, Rookies (rising 8th grade) and Vets (rising 9th grade) who are in the first two years of Eureka! attend daily classes in Innovating with STEAM (Science Technology, Engineering, Arts and Math), high school readiness, sports, swimming, sisterhood, and health and sexuality. The Eureka! Summer program is enhanced by weekly outdoor educational field trips and special events.

The Eureka! Summer Vet Program Leader is professional, creative, flexible, fun, able to communicate with both girls and adults, and is passionate about working with rising 9th grade girls and is excited and comfortable to facilitate high school readiness conversations with girls and facilitating activities that develop sisterhood bonds within the groups.

DATES/HOURS:

- Training/Planning: 6/3/24 – 6/14/24, 30 hours/week, Mon-Fri during the hours of 10am-4pm
- Program Dates: 6/17/24 – 7/15/24, 30 hours/week, Mon-Fri during the hours of 8am/8:30am-4pm/4:30pm



Job Summary

The Eureka! Vet Program Leader teaches On Track Curriculum (High School readiness, A-G Requirements, class selection, GPA etc.), two weeks of Sisterhood curriculum. They will collaborate closely with the Eureka! Team, Program Coordinator to plan and engage girls in Eureka! while working as a team with program staff/participants in planning and implementing Eureka! field trip and special events.

- Participate in Eureka! staff training and program preparation activities.
- Create a safe, respectful youth development-learning environment.
- Plan and deliver age appropriate, informal learning curriculum in the areas of High School readiness and Sisterhood.
- Facilitate independence, conflict resolution, and positive risk-taking in the Vets
- Work closely with the Rookie/Vet Program Coordinator and Assistant Coordinator to track participants' progress and attendance.
- Maintain organization of the program space and communal supplies and paperwork
- Effectively utilize prep time to prepare for activities and program observation
- Supervise Eureka! participants during breakfast, lunch periods and swimming classes as necessary
- Attend and contribute to daily staff meetings
- Assist in planning and implementing activities for Eureka! "Special Events" including: Field Trips; Eurekaathon, End of Summer Celebration
- Supervise Vets during program and events, including behavior management, exercising safety protocols, attendance, and encouraging them to learn and take risks.
- Assist with Eureka! Clean Up
- Perform other duties as assigned in person or in virtual workspace.

About You

- High School diploma required; some college preferred
- 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
- Ability to manage small to mid-size groups of teens in a safe, respectful environment.
- Enthusiasm and excitement for working with rising 8th and 9th grade girls and gender-expansive youth
- Excellent verbal and written communication skills necessary to work with youth and volunteers and prepare lesson plans
- Working knowledge of MS Word, Publisher, Excel, and Outlook and ability to utilize Zoom
- Commitment to gender equity and basic knowledge of current issues affecting girls and gender expansive youth of color
- Understanding of a youth development programming model



- Ability to spark curiosity, creativity, and confidence in youth
- Bilingual Spanish/English or Cantonese/English highly desirable, but not essential
- Ability to bend lift up to 50lbs
- Instructor must be available to work all dates of the program

What We Offer

- Compensation: *Base \$18.50 per hour at 30 hours per week*
- 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, political belief, 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.

For more information about Girls Inc. of Alameda County, please view our website at www.girlsinc-alameda.org

