

Social Recreation Lead

The Boys & Girls Club of Greater Lowell is seeking energetic, resourceful, and fun staff to work with 8-12-year-old members from 1:00 pm to 6:00 pm.

The Social Recreation Lead oversees all program and activities in both the Enrichment Room and Games Room.

The Club strives for all members to understand how essential cultural awareness is, especially in Lowell's diverse community. Our Enrichment Room is dedicated to increasing cultural awareness for our Club members every day through learning activities. Every week, members learn about unique facets of culture throughout the globe, including traditions, music, dance, games, and food. The Enrichment Room offers a quieter space for members to ask questions, complete homework, and explore their own cultural identities through geography, history, social studies, and embracing diversity.

The Games Room is a space where members learn problem-solving skills, effective communication, and competitive etiquette. Our Games Room currently features a pool table, a foosball table, two air hockey tables, and two giant Connect 4 games. Our Games Room tournaments offer the opportunity for members to hone their skill in their area of choice. In addition, the Games Room has a stage for members to showcase their dancing skills while they engage in music games.

The Social Recreation Lead will help to maintain a positive atmosphere and engage our Club members through creative recreational activities.

KEY ROLES (Essential Job Responsibilities):

- Monitor and support Enrichment and Games Room staff in creating activities and opportunities for our Club members.

- Monitor staff schedules and program areas.

- Monitor and evaluate programs, services, and activities to ensure the safety of members, quality of programs and appearance of the Club at all times.

- Run various games, tournaments and maintain a level of fun and safety.

- Create and facilitate a safe and positive environment in the 12 & under by engaging youth in a positive way.

- Works with the Enrichment Coordinator to identify, develop, and implement additional Club wide programs.

- Provide guidance to Club members and serve as a role model.

- Passion for working with children

QUALIFICATION REQUIREMENTS:

Knowledge

- Strong customer service skills and a willingness to build relationships

-Dependable, organized, fast learner, excellent multi-tasking and problem-solving skills.

-Ability to communicate effectively orally and in writing.

-Proficient in G-Suite software (Google Docs, Gmail, Slides, Sheets)

-Detail-oriented with effective organizational skills.

-Ability to set priorities and manage workload with minimal supervision.

-Ability to speak more than one language preferred.

-Familiar with the Lowell community.

Skills required in the following areas.

Communication Skills: Listening, Informing, Presenting, Writing

Decision Making Skills: Analyzing, Judgement

Personal Initiative Skills: Contributing to Positive Environment, Professional Development, Striving For Excellence, Organizational Awareness

Planning Skills: Action Planning and Organizing, Monitoring

Quality Skills: Using Meaningful Measurements

Safety, Health and Environment Skills: Supporting A Safe Environment

Relationship Skills: Networking, Relationship Building, Teamwork

Job Type: Part-time

Salary: \$13.00 to \$14.00 /hour

Experience:

- relevant: 1 year (Preferred)