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Sports and Fitness Volunteer

Reports to: *Devonna Williams* (Front Desk Manager)

Location: 657 Middlesex St, Lowell, MA 01851

Job Type: Volunteer

Overview/Position Summary

Sports & Fitness Volunteers assist in planning and supervising all sports and recreation activities taking place in the Athletics Program. As a Sports & Fitness Volunteer, you will also help oversee the weight room, gymnasium, dance studio, and outdoor sports fields.

Games Room volunteers assist in supervising youth by helping to implement creative, fun, and effective programs for children ages 8-18.

Responsibilities/Skills and experience relevant to this position:

- Keep children engaged and focused by utilizing learning games and other teaching techniques
- Work with youth on skills such as teamwork, communication skills, and appropriate behaviors
- Answer questions and give feedback to youth in an encouraging manner
- Monitor safety of youth, equipment, and materials
- Work with, provide feedback to, and address any concerns to Program Staff
- Be available on a consistent basis on the days/hours established at the beginning of volunteer service
- Help implement creative approaches to programming
- Partaking in games with the youth
- Instructing participants in the skills and techniques of the position played in the sport
- Explain and enforce safety rules and regulations on sports, recreational activities, and the use of exercise equipment
- Assisting in demonstrating proper workout techniques in the weight room
- Setting up and breaking down all equipment throughout the day
- Keep accurate inventory of all equipment and report any broken equipment to manager
- Making sure the equipment room is kept clean and organized
- Staying up to date with current sports knowledge and coaching techniques

Qualifications

- Flexible, positive and dependable
- Patient with a sense of humor
- Creative thinker
- Ability to follow Program guidelines and policies pertaining to staff
- Bilingual is a plus, but not required
- Basic knowledge of sports
- Ability to partake in physical activities
- Former or current athlete is a plus
- Experience coaching or refereeing is a plus
- Experience working with urban youth ages 8-18 or diverse populations is a plus

Benefits:

- Flexible work schedules and work from home opportunities are available.
- Values and mission driven organization with emphasis on teamwork, fun, integrity, commitment and excellence.
- Interaction with a positive, community minded team, along with amazing young people.

How to respond

- Please submit your resume to **Volunteer Coordinator, Tara Levine**, tara.levine@lbgc.org Tel: (978) 458-4526 x15

Our Hiring Process

- We will review the applications on a rolling basis until the position is filled.
- We will conduct short phone interviews and begin additional interviews per COVID-19 guidelines.
- We will notify you of the result shortly after and send you necessary paperwork.

Equity Statement

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The Boys & Girls Club of Greater Lowell is committed to fostering a diverse and inclusive workplace. We are dedicated to hiring employees who reflect the communities we serve, including women, people of color, LGBTQIA+ individuals, and people with disabilities. Boys & Girls Club of Greater Lowell will provide accommodations in all aspects of the hiring process. If you require an accommodation, we will work with you to meet your needs. Boys & Girls Club of Greater Lowell is an Equal Opportunity Employer. People of color, especially those from Lowell, are strongly encouraged to apply.

Disclaimer

The information presented indicates the general nature and level of work expected of employees in this classification. It is not designed to contain, or to be interpreted as a comprehensive inventory of all duties, responsibilities, qualifications and objectives required of employees assigned to this job. All offers of employment are contingent on results of a reference and background check.

Hours: Monday-Friday between 2:00 PM & 8:00 PM - *Must be available at least one day per week.*