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Cultural Enrichment Lead

Reports to: Academic Success Manager

Location: 657 Middlesex St, Lowell, MA 01851

Salary/Hourly: \$14.75 - \$15.75 per hour (based on experience)

Job Type: Part-time

Overview/Position Summary

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 Enrichment Program Lead works in partnership with the Education team to plan and implement a wide range of cultural programs and activities. Every week, members learn about unique facets of culture throughout the globe, including traditions, music, dance, games, and food.

Responsibilities/Skills and experience relevant to this position

- Monitor and support Enrichment programs in creating activities and opportunities for our Club members.
- Track attendance, participation and outcomes
- Monitor and evaluate programs, services, and activities to ensure the safety of members, quality of programs and appearance of the Club.
- Create a curriculum highlighting diversity and different cultures.
- Works with the Academic Success Manager to identify, develop, and implement additional Club wide programs.

Qualifications

- Must support Club values
- Education: High School Diploma or equivalent
- Age requirement: 18 plus
- Authorized to work in the U.S.
- Dependable, organized, fast learner, excellent multi-tasking and problem-solving skills.
- Ability to set priorities and manage workload with minimal supervision.
- Ability to speak more than one language is preferred.
- Familiar with the Lowell community a plus

Benefits

- 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 Edwin Madera, Academic Success Manager at edwin.madera@lbgc.org.

Our Hiring Process and Timeline

- We will review the applications on a rolling basis until the position is filled.
- We will conduct short phone interviews and begin in-person (or video) interviews on January 11th.
- We would like to have selected the candidate by January 31, 2022.

Equity Statement

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.