

# Job Description / Announcement

**Position: SMART Girls Club Facilitator**

**Responsible to**: Youth Program Manager

**Location**: YWCA Lincoln

**ORGANIZATION**: The YWCA of Lincoln works to create community for women of all ages in Lincoln, Nebraska. YWCA Lincoln has been a leader and driving force for human empowerment in the Lincoln community since its founding in 1886. The enterprise that now serves more than 5,000 persons each year began with twelve couples that wanted to provide protection for women and aid them in achieving self-sufficiency.

**Summary:** Facilitator in elementary after-school program which engages girls in science, technology, engineering and math (STEM), builds confidence, and inspires them to think about future education or careers in these fields.

# Responsibilities:

* Lead groups of girls through math and science and related activities in after-school setting.
* Maintain attendance and general statistical information for program participants.
* Facilitate participation of program volunteers and guest speakers, when scheduled.
* Complete 3 hours SMART Girls Basics training.
* Attend five team meetings.
* Communicate with Community Learning Center/school personnel and YWCA staff members as needed.
* After every meeting document indicators that girls are meeting outcomes.
* Assist with planning and implementation of quarterly SMART special events or workshops.
* Contribute quarterly evaluations of program and development of curriculum.
* Communicate with families about their children’s progress and strengths.

**Work Schedule:** Part time, approximately two hours per week/club, 2:30-4:30.

# Qualifications:

* Strong interest in science, technology, engineering and math.
* Excellent organizational skills.
* The ability/desire to do creative, challenging work with girls.
* Previous education/and or experience teaching children is required.

# Salary and Application Information:

* Paid by quarterly stipend $150/quarter/club.
* Please send application, including three references and request for information to executivedir@ywcalincoln.org

# AN EQUAL OPPORTUNITY EMPLOYER