

Job Title of this Position	Program Specialist
Name of Organization	Boys & Girls Clubs Of South Puget Sound
Website	www.bg-clubs.com
Job Location Address	South End Club, 4910 S. Pine St., Tacoma, WA 98409
Contact / Supervisor	Judith Jones
Phone Number	253-502-4642
E-mail	judyjones@bg-clubs.com
<u>Hourly</u> Pay Rate (indicate a range)	\$10.00-\$13.00
Employment Period	Summer Only [<input type="checkbox"/>] Academic Year [<input type="checkbox"/>] Summer & Academic Year [<input checked="" type="checkbox"/>]
Hours per week	Summer: full time program 40 hrs/wk [<input checked="" type="checkbox"/>] art time program up to 19 hrs/wk [<input checked="" type="checkbox"/>] Academic Year: up to 19 hrs/wk [<input type="checkbox"/>]

Nature of Business or Organization:

Non-profit youth service organization utilizing privately owned facilities and public school sites. Offering day-time programs in summer and after-school programs during the school year.

Duties and Responsibilities:

Planning, coordination and implementation of age appropriate activities for youth between the ages of 6 and 18 years old. Program areas include but are not limited to Education, the Arts, Social and Physical Recreation, Leadership and Technology.

Minimum Qualifications:

High School diploma, interest in working with you, desire to make personal connections with youth and belief that supports our philosophy that "all kids are capable of success".

Educational Benefits:

Experience supports education studies in sociology, social work, psychology, education, social service, recreation and health.

(For Work Study Office Use Only)

 JOB NUMBER **75BGC01**

 REIMBURSEMENT RATE: **FEDERAL 75%** STATE _____%