



St. Francis
community services
SOUTHSIDE CENTER

Youth Program Assistant

The Youth Program Assistant will be a key part of a team that delivers quality after school tutoring and summer programming for immigrant children in Kindergarten through 12th grade. The Youth Program Assistant will provide direct instruction to children enrolled in the Youth Program, as well as be indirectly responsible for helping to identify and/or develop curriculum. The Youth Program Assistant will also help create and implement systems of support that drive student success. Part time position (approximately 20 hours/week), requiring availability on weekdays in the afternoons and evenings until 7:15 pm Monday through Friday during the St. Louis Public School year (August through May) and in the daytime during the summer (June and July). Rate of Pay: \$16-19/hour.

Major Duties and Responsibilities

- Manage classroom environment during Youth Program while providing direct instruction and supervision in the areas of reading, writing, social-emotional development, and other topics.
- Support Youth Program Director in identifying and/or developing standards-focused curriculum for the Youth Program.
- Help to develop and implement Multi-Tiered Systems of Support (MTSS) focused on academic achievement and social-emotional development.
- Implement assessment strategies to track student academic growth and development.
- Support in the planning and execution of St. Francis Community Services' annual summer camp.
- Support with other duties as needed

Knowledge and expertise requirements

- 2 years college training in Education, Curriculum Design and Instruction, or a related field strongly preferred
- Teaching experience or group facilitation with school-age youth in an academic and/or recreational setting required.
- Experience working with English language learners preferred.
- Knowledge/experience in cultural competency, curriculum planning, child development, behavior management, and reading/language skills development.
- Must complete training in CPR, First Aid, and Food Handlers certifications.