



Title: Program Associate – Middle School

Employment Status: Part-Time/Seasonal (this position is rehired annually)

Reports to: Secondary Program Manager

Organizational Background: Banyan Community is a Christian Community Development Organization rooted in the Phillips Neighborhood of South Minneapolis to transform lives by **Developing Youth** (after school and summer support for youth K-College), **Strengthening Families** (connecting families to resources and setting goals) and **Creating Community** (developing the Lighthouse Network Block clubs). We have been a community anchor in the neighborhood for over twenty years. Working together as a community, over half of our employees are diverse members of our community and are bilingual. Banyan continues our growth as we increase the number of youth, families and community members that join our thriving neighborhood vision each year. We hope you will join us!

Primary Responsibilities: The Program Associate works in collaboration with Secondary Educators to support Banyan's SOAR After School and summer program through leading activities, assisting in the classroom, and building relationships with youth.

Job Responsibilities:

- Collaborate with the Secondary Team to plan and lead weekly activities for 6-8th grade youth in Banyan's SOAR after school program and/or summer programs.
- Lead and coordinate group games, hands-on activities, sports and educational enrichment activities in a variety of settings.
- Build trust-based relationships with youth and help communicate with families during programs.
- Participate periodically in program team meetings to discuss and develop plans to address issues impacting youth and families.
- Provide individual and group homework support for diverse learners in grades 6-8 as needed.
- Participate in other programs and events as needed.
- Assist staff with the preparation and distribution of a healthy snack, and clean up after programs.
- Meet with Banyan Supervisor on a regular basis to: offer constructive feedback on programs, discern and work toward areas of ongoing personal growth and professional development, learn Banyan's community development model, and learn best practices in community youth development.
- Attend trainings as required.

Qualifications:

- Able to work independently and with a team to take responsibility for a group of 20-30 6-8th grade youth.
- Previous experience working with middle school youth preferred.
- Previous experience working/living in an urban setting highly preferred.
- Able to lift and carry 20lbs up and down stairs, comfortable running or swimming as part of youth activities.
- Able to communicate effectively and interact respectfully with diverse groups of people.
- Able to build meaningful trust-based relationships with a diverse group of youth, adults and volunteers.
- Experience with racial equity, inclusion, and engagement with diverse community members.
- 21 years old or older, a valid MN driver's license and a good driving record.

Hours

- 20-25 hours a week | seasonal – rehired annually in August
- September – May: Monday - Friday 2:00-6:30pm / June – July: Monday - Thursday 12:00-5:30
- Paid staff development and required training time is incorporated into the schedule as needed

Compensation:

This is a non-exempt, seasonal position with partial benefits (requires day and occasional evening and/or weekend hours). Salary range \$15.60 - \$17.00 DOQ.