



Position: Elementary Educator
Employment Status: Full-Time
Reports to: Elementary 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: In coordination with the Elementary Program Manager, the Elementary Educator designs, plans and implements educational enrichment activities for elementary youth as well as a broad array of social emotional learning. The educator also works with parents in supporting their youth and connecting with school resources.

- **Program planning, instruction and direct service (60%)**
 - Work with the elementary team to plan and implement year-round programming for elementary youth.
 - Develop, implement and evaluate high quality afterschool and summer programs for elementary youth, with a focus on social emotional learning, life skills, character development, scientific inquiry, reading and math.
 - Lead classroom instruction times, utilize best practices to support positive youth behaviors, monitor homework help, and monitor daily healthy snack.
 - Help direct part-time staff serving in elementary afterschool and summer programs.
 - Additional duties as assigned.
- **Academic intervention (15%)**
 - Advocate for youth's education with parents, teachers and school administrators.
 - Monitor youth's academic performance and identify challenge areas.
 - Develop plans for youth and parents to address academic challenge areas.
 - Build relationships with teachers and administration at the schools our youth attend.
- **Parent support (15%)**
 - Help parents access resources in and through their child's school.
 - Support youth and parents in choosing best-fit schools.
 - Communicate on a regular basis with parents and youth, and assist with home visits as necessary.
 - Attend parent-teacher conferences and IEP meetings in schools as necessary.
- **Administration and reporting (10%)**
 - Participate in required staff meetings and trainings.
 - Record family information and program stats in Client Track Database.
 - Track expenses according to established budgets.
 - Complete special projects or duties as assigned.

Qualifications:

- Minimum of a bachelor's degree in an education related field (special consideration for applicants who are licensed and/or bilingual in Spanish).
- Able to communicate effectively and interact respectfully with diverse groups of people.

- Previous experience working/living in an urban setting highly preferred.
- Must be able to lift and carry 20lbs up and down stairs, comfortable running or swimming as part of youth activities.
- Organized and detail oriented; able to work independently and as part of a team.
- Experience with racial equity, inclusion, and engagement with diverse community members.

Compensation: This is an exempt, year-round full-time- 40 hr. position with full benefits (requires day and occasional evening and/or weekend hours). Salary range \$44,000-\$52,000 depending on qualifications and licensing. Healthcare premium (100%), short-term & long-term disability, life insurance, SIMPLE IRA, cell phone reimbursement, employee development, paid holidays, vacation and personal time. \$1,500 hiring bonus after 90 days.