



## **Youth First Program Assistant Job Description**

Youth First is seeking site staff for elementary after school programs in Saginaw County.

### **Duties & Responsibilities**

- The successful candidate will be responsible for planning, implementing, or supervising activities for students during the after school program that are congruent with grant goals and objectives. They will be responsible for maintaining a safe, positive learning environment for all students. They must offer opportunities for inclusion for all students signed up for their activity during the program. The successful applicant must be dependable and able to provide his or her own transportation.

### **Requirements**

- Must be available during after school hours
- Must be 18
- Must have fingerprints done digitally before start date
- Must have record of TB screening and physician's physical within the first 30 days of start date
- Experience working with children or education major preferred, but not required

### **To Apply**

- Please email resume and cover letter to [christine@saginawfoundation.org](mailto:christine@saginawfoundation.org)