

Girls Place, Inc.
2101 NW 39th Avenue
Gainesville, FL 32605



Position Title: Recreational Aides

Reports To: Program Director

Supervises: Girl Members

Job Summary:

Recreational Aides are responsible for planning and implementing enriching and enjoyable activities for girl members. Recreational Aides take all opportunities to nurture positive experiences for the girls that they supervise and work closely with other program specialists and office staff to make this possible.

Qualifications:

- Formal school training in special skills area and experience with youth preferred
- Pass background check

Hours Required:

This is a part-time position that pays on an hourly basis. Working hours will be primarily on weekday afternoons for the after school sports and recreation camp. The summer day camp Aides are needed 40 hours a week between 7:30 am and 6:00 pm Monday-Friday.

Salary Range: Minimum wage - \$10.00 per hour

Performance Standards:

- Plan and implement daily activities for a specific age group bearing in mind the objectives of the program and mission of Girls Place
- Actively participates with the girls in all activities (including sports, swimming, arts and crafts, cooking, etc.)
- Maintains a high level of patience and respect for members and coworkers
- Keeps supervisor informed of problems, concerns, needs, trends, and unusual activities
- Maintains accurate records
- Maintains Girls Place Personnel Policies and program rules
- Assumes other duties as assigned by the Program Director

- Attend mandatory staff meetings as specified by the Program Director
- Plans and conducts special interest groups/classes