



Floor Staff Job Description

- Purpose:** This Floor Staff position is responsible for creating a safe, positive and recreational space for youth ages 5-18. This individual will be facilitating free play and group games both indoors and outdoors, in a wide array of areas.
- Responsible To:** Boys & Girls Club Head Counselors
- Payment Rate:** \$12 - \$15/ hour
- Flexible schedule/some evening and weekend hours
 - Example Hours:
 - School Day hours 2:30-6, some mornings and evenings for meetings, trainings and programming. Non-School Day/Weekday Hours approx. 8-5 w/ hour lunch
 - Hours are flexible and negotiable
 - Employee Assistance Program (EAP);
 - Counseling, Financial Planning, School Aged Childcare, Health & Fitness support
 - Professional Development
 - Child Youth Care Credentialing, BGCA National Training of the Trainers, BGCA Club Directors Academy, Mental Health First Aid, CPR/First Aid, Darkness to Light, ACES, Trauma Informed Care, Developmental Assets & Relationships, etc...
- Qualifications:**
- Communication Skills:** Ability to speak relative to a child's development level and to speak calmly and relationally with children ages 5-18, as well as parents of the children and staff.
- Education and Experience:** Some education or experience/training in related field with youth; must pass a criminal background check. CPR/First Aid/Universal precautions certified. Must have or be willing to obtain.
- Technical Skills:** The ability to facilitate games with large groups of children between the ages of 5-18.

Essential Duties:

1. Lead area small and large group activities;
2. Maintain supplies and materials in each area.
3. Maintain quality and safety in all areas.

Competencies:

Attendance/Punctuality: Demonstrates reliability by regularly arriving to assignment on time and by taking breaks in expected time frames.

Customer Service: Strives to maintain positive internal and external customer service relationships; Represents FFY professionally.

Diversity: Treats others with respect and consideration regardless of their cultural background, status, lifestyle, or position; Exhibits objectivity and openness to others views.

Initiative: Prioritizes and plans assigned activities; Uses time efficiently; Asks for and offers help when needed; Informs supervisor of problems or concerns.

Organizational Support /Ethics: Demonstrates support for Foundation for Youth's Mission and Vision; Follows FFY/Boy's and Girl's Club policies and procedures.

Safety and Security: Demonstrates support for Foundation for Youth's safety manual procedures; Uses equipment and materials properly.

Teamwork: Demonstrates team behavior and willingness to promote a team-oriented environment; Exhibits cooperative attitude while working on all job tasks and willingly assists others; Performs other duties as assigned.

Please send your resume to:

Boys & Girls Club please contact: bgc@foundationforyouth.com