



<b><u>Job Title:</u></b> Youth Facilitator Volunteer	<b><u>Reports to:</u></b> Youth Enhancement Director
<b><u>Classification:</u></b> Volunteer	<b><u>Salary:</u></b> Love and Affection!

**Purpose:**

The Youth Enhancement Program (YEP!) engages children during Baby Steps and Parent’s Anonymous in age-appropriate activities that build social and emotional growth, school-readiness, and leadership skills.

**Volunteer Description:**

**Youth Facilitator:** Incorporates a structured youth experience during Parents Anonymous and Baby Steps. The volunteer will be responsible for working with families and staff to ensure safety of participants and communication between parents and youth facilitators. The Youth Facilitator will identify, prepare, and implement age appropriate activities. The Youth Facilitator will follow the youth program guidelines and focus on positive growth of the children. This position requires a minimum 1-year commitment with training, supervision and on-going support. A volunteer should expect serving a minimum of 2 hours a week.

**Requirements:**

- Must be at least 21 years old
- Prior experience in Child Development or Education preferred
- Experience with positive interaction techniques and behavior management
- Strong desire to have fun with children
- Ability to role-model healthy interaction with co-workers and parents
- Must be mature, reliable and responsible
- Participate in training sessions provided by YEP
- Commit to 2-5 hours a week to YEP
- Complete all necessary paperwork – application, criminal history form, etc.
- Make a minimum commitment of one year
- Not have committed or been convicted of child abuse or any crime involving physical harm to another person

**Responsibilities:**

- Follow the YEP model to create a safe, nurturing environment for the children
- Plan and carry out weekly activities to meet the goals of the Program
- Ensure that each child is specifically welcomed to the group and that their contribution to the group is acknowledged
- Give positive feedback to each parent on their child’s participation in the group
- Actively interact with children in the program and set firm and consistent limits using positive discipline techniques
- Supervise Youth Workers
- Debrief weekly with the Youth Program Lead and workers
- Obtain necessary information on children and provide monthly data to the YEP Director
- Ensure that the facility is restored to its original layout each week
- Notify co-workers if unable to attend
- Uphold the policies and procedures of the program