Title: Middle School Program Associate
Employment Status: Part-Time/Temporary (This position is rehired yearly)
Reports to: Secondary Program Manager

Organizational Background:
Banyan Community is a Christian Community Development Organization that builds relationships and improves the lives of both youth and adults living in the Phillips neighborhood of South Minneapolis. Our programs are divided into three strategies: Develop Youth, Strengthen Families and Create Community.

Banyan has over twenty years of experience in providing educational support for youth and families. Banyan functions as a community anchor as it helps families and children access resources and develops community. Academic, social-emotional and developmental asset building programs are provided for youth ages kindergarten through college.

Job Responsibilities:
- Work with full-time Middle School Educator and Secondary Educator to plan and lead weekly activities for 6th-8th grade youth in Banyan’s SOAR after school program and/or summer Cool Off Days program.
- Lead and coordinate group games, fitness activities, sports and educational enrichment activities in a variety of settings.
- Build trust-based relationships with youth and help communicate with families during programs.
- Participate periodically in program staff meetings to discuss and develop plans to address issues impacting youth and families.
- Provide individual and group homework support for diverse learners in grades K-8 as needed.
- Participate in other programs and events as needed.
- Drive 15-passenger van to drop-off students after programs.
- Assist staff with the preparation and distribution of a healthy snack, and clean up after programs.
- Meet with Banyan supervisor on a regular basis to: offer constructive feedback on programs, discern and work toward areas of ongoing personal growth and professional development, learn Banyan’s community development model, and learn best practices in community youth development.

Required Qualifications:
- Able to work independently and with a team to take responsibility for a group of 20-30 K-8th grade youth.
- Previous experience working with elementary and/or middle school youth.
- Previous experience working/living in an urban setting.
- Must be an active person; able to lift and carry 20lbs up and down stairs, comfortable running or swimming as part of youth activities.
- Able to communicate effectively and interact respectfully with diverse groups of people.
- 21 years old or older, a valid MN driver’s license and a good driving record.
- Must complete background check.
- Special consideration for applicants with extensive experience and expert knowledge of our community.

Compensation:
- Starting wage at $13.00/hour
- Non-exempt employee, eligible for Minneapolis sick and safe time

Hours
- 20-25 hours a week | part-time/temporary
- September – May: Monday- Thursday 12:30-6:30pm and/or June – July: Monday 11:30-5:30 | Tuesday-Thursday 12:30-5:30 and/or On-Call Employment (This will be stipulated upon hiring)
- Paid Staff Development | Required Staff Trainings (dates TBD)

Visit our website to complete an application: www.banyancommunity.org/about/employment/
Submit your application, cover letter and resume to Katie Kirk, Secondary Program Manager
(katie@banyancommunity.org)