

## Reach

### *An Initiative of the New Possibilities Youth Program*

#### **Lead Mentor Job Description**

**The Program:** The New Possibilities Youth Program “Reach” initiative is an after-school program that combines STEAM knowledge and activities with leadership and communications skills. The purpose is to improve STEAM knowledge but in ways that lead to active presentations to, and advocacy for, family and community engagement in making Selma a better place. Areas of focus include nutrition, the environment, arts appreciation, and education. Reach is limited to middle school students and operates Monday through Thursday 3:30-5:30 pm during the school year.

**Job Description:** The Reach Lead Mentor will develop content for, and lead the implementation of, the Reach program at the Dr. Michael and Catherine Bullock Recreation and Community Center in Selma. The Lead Mentor will work closely with the Education Coordinator and the Associate Chief Program Officer of the Missions in all programming.

#### **Roles and Responsibilities**

- **Curriculum**
  - Provide ideas for the program’s curriculum
  - Lead lessons and activities
  - Provide homework assistance as needed
  - Assist with identifying important areas of interest for learning opportunities based on informal discussions with and observations of students
  - Assist in identifying outside experts to visit and participation in the education units of the program
  - With Associate CPO and Education Coordinator, identify areas for improvement and implement improvements
- **Performance**
  - With the Education Coordinator, develop performance indicators for the program
  - Administer base line testing to all entering students
  - Regularly test for progress
  - Administer annual end-of-year test to assess progress
  - Ensure that Coordinator is regularly informed of test results
- **Administration**
  - Ensure attendance is entered into the Edmundite Missions Apricot performance system
  - Prepare classroom for students and ensure classroom is clean and tidy at the end of each session
  - Supervise students, working with the Director of the Bullock Center to solve any problems during sessions
  - Remain at the Center until all students are picked up by guardians at the end of the program day

#### **Characteristics**

- Highly motivated and energetic
- Respect for the teachings of the Catholic Church



- Dynamic personality able to gain and hold attention of middle and high school students
- Unassailable personal integrity
- Role model of life-long learning

#### **Requirements**

- At least five years of experience working with youth programs
- At least Associates Degree; BA preferred
- Availability Monday-Thursday from 3:30pm until 6pm during school year in Selma

Email resume to [missionsdirector@edmunditemissions.org](mailto:missionsdirector@edmunditemissions.org) with “Reach Mentor position” in the subject line, or apply in person at 1002 Minter Ave, Selma, Alabama.