



Duluth Community School Collaborative

Promoting wellbeing and success for Duluth Public Schools students and families by co-creating, celebrating, and mobilizing for equitable educational experiences

LPMS Summer Youth Program Support Specialist

This is the fun and rewarding Summer job you've been looking for! The Summer Youth Program Support Specialist is a temporary position that will be part of a team providing a high-quality Summer program focused on increasing students' sense of belonging and engagement with their community school—Lincoln Park Middle School. The Summer program will consist of up to 20 youth who have completed grades 6-8 participating in a rotation of engaging activities.

Compensation: \$18.00/hour

This is a temporary position from July 7- Aug 8, 2023, up to 32 hours per week for 6 weeks. Hours may vary but will be between 8am-3:30pm.

Training & Orientation	July 7-11	M-F	8:00 -3:30 pm
Program Operations	July 14 - Aug 7	M-F	8:00 -3:30 pm
Reflection & Wrap-up	August 8	F	8:00 -3:30 pm
6th Grade Transition	August 18-22 (Possible additional days & hours)	M-F	8:00 -3:30 pm

Required Qualifications:

Safety:

- Commitment to working in-person with young people and staff daily.
- Commitment to & comfort with maintaining current COVID safe procedure expectations, informing, and enforcing them with young people daily. Face coverings are optional for youth and staff currently.

Anti-Racism:

- Demonstrated commitment to ongoing development of personal/professional antiracism through involvement in antiracism workshops, organizations, community leadership, and/or personal experience.
- Commitment to the mission, goals, and philosophy of the Duluth Community School Collaborative

Youth Development:

- Minimum 2 years of experience working with young people.
- Experience planning and leading activities for youth.
- At least 2 references who can attest to & describe experience:
 - Working effectively with families, youth, & staff.
 - Being able to communicate effectively & with compassion.

Desired, but Not Required, Qualifications:

- Experience working or living alongside families and youth in the Lincoln Park Middle School attendance area in Duluth.
- Training or coursework in youth development, education, social work, early childhood, or related fields.
- Current driver's license and clean driving record to drive our company van for short trips.

Duties:

- Responsible for leading activities in the summer program for a group of exiting 6th-8th graders at Lincoln Park Middle School.
- Support the LPMS Out of School Time Coordinator in the logistics of program as needed. This includes but is not limited to registration, meals, transportation, staff, partner, & volunteer support, timesheets, facilities, supplies, and program evaluation



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- Develop and maintain positive relationships with school staff, parents, partner agencies and other organizations.
- Be available and responsive to parents, community partners, agency, and school staff.
- In partnership with the LPMS Out of School Time Coordinator & DCSC Program Director,
 - develop high-quality activity plans & prepare supplies,
 - participate in training,
 - ensure high-quality programming at all levels.
- Other duties as assigned.

This hourly, non-exempt, temporary position does not qualify for benefits, but is eligible for earned Sick and Safe time
To apply, please send your resume to apply@duluthcsc.org

It is our policy to provide equal employment opportunity to all qualified individuals without regard to race, creed, color, national origin, ancestry, religious belief, sex, age, physical or mental disability, veteran status or other protected classification. DCSC is committed to holding ourselves and our partners accountable to doing the internal work necessary to ensure an actively anti-racist organization into the future.