



**Position:** Summer Youth Programming Support Staff - three openings  
**Location:** Myers-Wilkins Elementary School and Lincoln Park Middle School  
**Employment Type:** Temporary Employment from June 4-August 20  
**Typical Schedule:** 30-40 hrs/week, Monday-Friday, typically 9:30-3:30  
**Salary:** \$18.00/hour,

**Mission:** The Duluth Community School Collaborative promotes wellbeing and success for Duluth Public Schools students and families by co-creating, celebrating, and mobilizing for equitable educational experiences.

**Vision:** Students and families flourish in connected schools and communities.

**Purpose:** This is the fun and rewarding summer job you've been looking for! Team up with us to provide high-quality summer programming at Myers-Wilkins Elementary School and Lincoln Park Middle School. We will work with youth entering grades 1-6 for the first half of the summer and the youth entering grades 6-8 for the second half. Daily activities include instruction with hands-on academic learning, cooking, gardening, nutrition, visual arts, athletics, outdoor recreation, open gym, arts/crafts, and field trips. We create a sense of belonging and purpose for both the students we serve and our staff!

#### **Essential Duties:**

- Support Coordinator with planning high-quality and engaging activities for students and program logistics
- Assist classroom teachers to help students improve their academic skills
- Lead and supervise programs with students in small groups
- Model appropriate behavior when interacting with adults and students
- Collaborate with community partners and volunteers to help ensure a supportive work environment
- Develop and maintain positive relationships with school staff, parents, partner agencies and other organizations
- Communicate with parents, community partners, agency, and school staff

#### **Job Qualifications:**

- Preferred experience working with young people
- Experience planning and leading activities for youth
- Commitment to foster a safe, diverse, and inclusive environment
- 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
- Ability to follow rules/expectations as set out by ISD 709 and the DCSC summer programming
- Training or coursework in youth development, education, social work, early childhood, or related fields is preferred

**To apply,** send a cover letter and resume to [apply@duluthcsc.org](mailto:apply@duluthcsc.org).

Applicants may be asked for references to demonstrating experience with youth/families, compassion, and communication skills.

*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. We seek to continue to grow a diverse, highly committed, skilled, and collaborative staff.*