



BOYS & GIRLS CLUBS
OF LOWER BRULE

JOB TITLE: Substitute Youth Development Professional

JOB CLASS: DOE

JOB SUMMARY: Reports to Youth and Teen Unit Coordinator. Will work with youth ages 6-18. Responsible for implementing programming for the Boys and Girls Club. Must be responsible and work well as a team and with youth.

The Boys & Girls Clubs are looking for candidates to be part of our Youth Development Staff sub-pool. Substitutes have no guaranteed hours, but there are regular dates where additional staff are needed. We will work with your availability to schedule you ahead of time to work on an as-needed basis. This opportunity is perfect for candidates who require or prefer a flexible schedule, have limited availability, or are considering a career in childhood education.

Duties & Responsibilities:

- Knowledge of youth development
- Ability to motivate youth and manage behavioral challenges.
- Ability to communicate effectively with the general public.
- Ability to plan and implement quality programs for youth.
- Ability to organize and supervise club members in a safe environment.
- Candidates will have fun assisting with the planning, implementing, and appropriate programs, activities, services, and special events.
- Engage and build relationships with members and parents.
- Responsible for lesson planning and creating innovative programs and activities.
- Classroom management of a group of children.
- Participate in promoting the club.
- Attend required training.
- Attend and work special Club events and fundraisers.
- Retain positive and professional relationships with supervisor, co-workers, and administration.
- Maintain positive relationships with club members, parents, and all collaborative partners.
- Ability to relate to children and to maintain good relationships with parents and the community.
- Perform related duties as assigned.

Qualifications & Requirements:

- High School Diploma or GED equivalency certificate
- Minimum of one (1) year experience in planning and implementing youth programs.
- Must be able to pass pre-employment background check
- Must be able to pass pre-employment drug test
- Must possess a valid SD driver's license.

- Strong communication skills, both verbal and written
- Demonstrated ability to organize, direct, and coordinate activities and programs for youth
- Drug and Alcohol-Free'

To Apply:

Submit a completed LBST application/resume to:

Human Resources Dept.
Lower Brule Sioux Tribe
187 Oyate Circle
Lower Brule, SD 57548

Phone # 605-473-5561 ext. 5401 or 5402

Fax # 605-473-5606

Email: wilmawilson@lowebrule.net

josieskunk@lowerbrule.net

Opening Date: 07/25/24

Closing Date: 08/08/24