

## ProYouth Vision

Empowering youth. Empowering communities.

## ProYouth Mission

ProYouth's mission is to help youth succeed academically, socially, and emotionally by providing a safe, healthy, and supportive learning environment during out-of-school time. ProYouth creates and delivers programs throughout Tulare County that positively impact the lives of youth and equip them to make good, lifelong choices.

## JOB DESCRIPTION

<b>Job Title:</b>	<b>Program Leader I Computer Science</b>
<b>Classification:</b>	<b>Part-Time; Non-Exempt</b>
<b>Reporting Structure:</b>	<b>STEM Coordinator</b>
<b>Eligible for Benefits:</b>	<b>No</b>
<b>Status:</b>	<b>Active</b>
<b>Updated:</b>	<b>7/2/2018</b>

### Position Summary:

- The STEM (Science Technology Engineering and Math) Computer Science Program Leader facilitates high quality, student-driven, 15-week STEM projects with groups of 20 elementary students. The goal of the Program Leader I Computer Science position is to foster a passion for science and scientific inquiry through (a) sharing their own passion for science, (b) through utilizing Lego Robotics components as hands-on learning guides, and (c) supporting students to become leaders in developing 21<sup>st</sup> century skills in STEM related disciplines.

### Primary Roles and Responsibilities:

- Support and demonstrate commitment to the ProYouth vision and goals at all times
- Maintain positive personal attendance including being punctual and prepared each day
- Establish clear and consistent expectations for behavior and positive discipline
- Be a positive role model for students and coworkers
- Build and maintain mutually supportive relationships with students, parents, teachers, and coworkers
- Promote an environment where students feel safe, accepted, and valued
- Encourage communication between students
- Maintain open and consistent communications with STEM Coordinator and Site Directors
- Self-motivated with a sense of urgency
- Other duties as assigned

### Core Competencies:

- Basic knowledge and deep interest in all aspects of robotic and engineering sciences
- Strong classroom management skills
- Solution -based focus
- Microsoft Office Suite familiarity
- Excellent organizational skills

### Education and Experience:

- High School diploma
- Meet NCLB paraprofessional certification requirements

**General Requirements:**

- Must be 18 years old or older
- Must pass DOJ/FBI background check
- Must receive TB clearance
- Must pass pre-employment drug screening
- Willing to work on weekends when staff development or other activities are scheduled
- May require current/valid Driver License and proof of auto insurance

**Environmental Conditions:**

- Multiple settings including indoor classroom environments and outdoor lab environments in mostly moderate weather

**Physical Demands:**

- Ability to actively engage students in outdoor science activities, including all aspects of Robotics such as stooping, bending, kneeling, digging, sitting, perform grasping and handling motions and torso rotations on a continuous basis.
- Able to lift and carry 25 pounds of materials
- Able to reach in all directions
- Ability to respond quickly and appropriately to a variety of student concerns
- Adequate sight or corrected vision for the purpose of reading directions and printed or written materials
- Able to hear and speak to communicate with coworkers, students and the public
- Dexterity of hands and fingers to operate instructional equipment

**Changes:** This job description will be updated if duties and responsibilities change significantly. Job functions are subject to modification based on business necessity.

**ADA/FEHA:** The Company will make reasonable accommodations in compliance with the Americans with Disabilities Act of 1990 and California's Fair Employment and Housing Act.

**EEO:** The Company is an equal employment opportunity employer.