



Brooklyn Community Services

Position: Activity Specialist/ Youth Counselor
Program/Department: Cornerstone Program, Division of Youth Development
Reports to: Cornerstone Site Director
Work Location: Carey Gardens in Coney Island, 2315 Surf Ave, Brooklyn, NY 11224
Hours: Part Time, Up to 25 hours per week

Position Summary:

Cornerstone Programs provide academic and recreational opportunities to children, teens and adults in NYCHA Community Centers. The Cornerstone Program is offered weekdays from 2:00pm to 10:00pm and 10:00am to 5:00pm on Saturdays. Extended hours during the summer and school holidays are from 8:00am to 11:00pm and 3:00pm-11:00pm on Saturdays and Sundays. BCS Cornerstone Programs are located in Brownsville, Fort Greene, and Coney Island.

Responsibilities:

- Work with Site Director and Assistant Director/On-site Supervisor to provide activities and plan events for children, youth and adults.
- Assist with facilitating afterschool activities; help implement hands-on multi-sensory lessons and activities to children which are provided in the context of academically stimulating themes.
- Coordinate planning and preparation of activities and materials for daily schedule.
- Provide effective supervision to groups of children during classroom activities, snack time, recreation and field trips.
- Responsible for taking daily attendance.
- Assist with developing and planning community events for children, parents and community as needed.
- Oversee and monitor authorized parental/guardian pick up of children.
- Support all recruitment, outreach and retention events.
- Other responsibilities as needed.

Requirements:

High School Diploma required. Some college education preferred. Background in music, drama, dance, photography, crafts, or other arts is a plus. Must enjoy working with children, teens, and adults. Background check and up to date medical is required. CPR, First Aid, Food Handlers, and S95 certifications are a plus.

Contact:

Email resume and cover letter to:
Yolanda Colon, Deputy Director for Youth Development
ycolon@wearebcs.org

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