

## Green Team Youth Leader Positions (Full-Time, Seasonal)

### Who We Are

Groundwork Jacksonville's (GWJax) mission and operations are premised on the understanding that environmental conditions are inextricably linked to the economic and social health of a neighborhood. As a result, GWJax is committed to "changing places and changing lives" through on-the-ground projects that help to transform local communities.

### What You Will Do

Groundwork Jacksonville is seeking individuals with experience in youth development to be responsible for the daily management and supervision of our Green Team Summer 2018 youth apprentices. The Green Team summer apprenticeship program is a 9-week educational stipend-paid leadership and conservation opportunity for 20 high school students in Jacksonville, Florida. Learning themes of the summer apprenticeship are green infrastructure projects, environmentalism, public art, stewardship, and community engagement initiatives. One youth leader is paired with a group of ten Green Team youth apprentices.

Along with a variety of hands-on neighborhood projects, each crew will spend time working in City of Jacksonville parks and National Park Service units within Jacksonville. For more information about Green Team please visit: <http://bit.ly/2018GreenTeam>

### What We Seek

We hold high expectations for our youth, and to reach their full potential we require our Team Leaders to be strong role models. Ideal candidates will possess enthusiasm for working with youth, a commitment to Groundwork Jacksonville's mission, a strong work ethic, and a desire to work hard outdoors.

While our organization is deeply committed to activating green space and stewardship through litter cleanups, green infrastructure projects, habitat projects and urban agriculture project, we do not require Team Leader candidates to be well-versed in these fields. We seek candidates who are open to learning and engaging with the Groundwork Jacksonville mission.

### Youth Leader Responsibilities

- Manage Green Team youth under the guidance and supervision of the Program Manager;
- Provide youth leadership and mentoring to Green Team youth;
- Facilitate and lead training of Green Team youth members;
- Maintain a safe work environment;
- Provide regular feedback on Green Team youth behavior and work performance;
- Convey important logistical information (daily meeting times and locations) to Green Team youth and families;
- Purchase program supplies on a weekly basis on a budget provided by Program Manager;

- Supervise and facilitate day-to-day operations such as tool inventory, daily lunch making, etc.;
- Coordinate and manage logistics for field trips, guest speakers, projects, activities with other partner organizations/youth groups;
- Capture Green Team youth experience, projects and activities via photo and video;
- Assist with weekly social media content creation related to the Green Team summer apprenticeship experience;
- Manage Green Team youth attendance sign-in sheets and records keeping;
- Attend weekly staff meeting with Program Manager;
- Transport Green Team members as needed by both bicycle and by van for field trip purposes;
- Take part in a day-long, paid training to learn about GW Jax, day-to-day protocol, youth leadership and facilitation and become familiar with summer schedule.
- Potential opportunity to attend a week-long, all expenses-paid Yellowstone National Park experience with up to four Green Team youth.

## General Hours

The general hours of Green Team summer apprenticeship programming are three-four days a week, 7am – 3pm, some nights and weekends required. Required Saturdays include:

- Saturday, June 2nd: Pre-program surveys & handbook review (PARENT ATTENDANCE REQUIRED FOR HANDBOOK REVIEW)
- Saturday, June 9th: Nature hike, fishing and campfire cooking at Dutton Island Park
- Saturday, July 28th: Community service project (PARENT/FAMILY ATTENDANCE ENCOURAGED)
- August 4th - 12th: Yellowstone National Park Session I

## Qualifications

- Experience in youth development;
- Posses a High school diploma or GED equivalent;
- Be at least twenty-one (21) years of age;
- Be a citizen of the United States;
- Must possess a valid Florida driver's license;
- Be in good physical condition;
- Reliable vehicle to be used as transportation and for weekly supply runs;
- Desire to do hard work in the outdoors, including hands-on projects and outdoor recreation activities;
- Strong communication skills;
- Basic computer skills, i.e. Word and Excel;
- Basic understanding of how to use Facebook and Instagram;
- A current email address that is checked at least once a day;
- Strong organizational skills and ability to balance competing priorities and deadlines;
- Ability to work effectively independently and as part of a team;
- Ability to work a flexible schedule (some night and weekends will be required);
- Experience or desire to work in multi-cultural settings;
- Passing a level two background check;
- Current CPR & First Aid certification (training provided as needed prior to start date).

**Compensation: \$12.00 - \$14.00 p/hr. (dependent upon experience)**

**Employment Dates:** Approximately May 28th, 2018– August 3rd, 2018; 32-40 hours/week.

**To Apply:** Please submit a resume and cover letter by **April 16th, 2018, by mail or email**. Cover letter should indicate why youth development in the urban core and the environment are meaningful to you. Resume and cover letter may be mailed or emailed to: Groundwork Jacksonville, P.O. Box 13295, Jacksonville, FL 32206 or email to [groundworkjacksonville@gmail.com](mailto:groundworkjacksonville@gmail.com)

*Hiring Policy: Groundwork Jacksonville is an equal opportunity employer. We consider applicants for all positions without regard to race, color, religion, creed, gender, national origin, age, disability, marital or veteran status, sexual orientation/identification, or any legally protected status. City of Jacksonville residents are strongly encouraged to apply.*