



**BOYS & GIRLS CLUBS**  
OF BENTON AND FRANKLIN  
COUNTIES

# RECREATION LEAD

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## ORGANIZATION DESCRIPTION

The Boys & Girls Clubs of Benton and Franklin Counties is committed to empowering all young people, especially those who need us most, to reach their full potential as productive, caring, responsible citizens. Consistent with our values of Respect, Integrity, Stewardship, and Passion for Youth; we provide a broad range of programs and activities focused on our priority outcomes of Academic Success, Healthy Lifestyles, and Good Character and Citizenship. Boys & Girls Clubs of Benton and Franklin Counties began in 1995 and now serves over 2200 club members each year at multiple club locations. The Club is currently working with community partners to establish additional club sites in underserved communities.

## SUPERVISOR

Prosser Branch  
Director

## STATUS

Part-time, hourly

## STARTING SALARY RANGE

\$17.66-20.48  
DOQ/DOE/Hour

\$.50/hr additional pay  
for bi-lingual staff  
(assessment required)

## BENEFITS

Vacation and Sick pay

Childcare discount

## POSITION SUMMARY

Under the supervision of the Branch Director, the Recreation Lead provides and implements team building activities and recreational fun for all Boys & Girls Club Members. He/she demonstrates a passion for recreational fun through their excitement and attitude when instructing youth. The Recreation Lead supervises members at all times and fosters positive relationships with children, families, school personnel and the community

## QUALIFICATIONS

- Minimum of 2 years' experience working with elementary aged youth.
- Experience in program planning.
- Strong classroom and behavior management skills.
- 21 years of age or older.
- Cleared driving record (no more than 1 speeding ticket or accident in past 3 years)
- Ability to remain poised, positive, and energetic in a busy work environment.
- Ability to plan and manage multiple tasks and to develop solutions to problems.
- Strong verbal and written communication skills.
- Be able to lift 40lbs

## JOB FUNCTIONS

- Establishes a program setting that ensures the health and safety of members.

- Contributes to the creation of the Club's overall climate for youth development and success.
- Supervise members at all times and provides positive reinforcements and behavioral redirections.
- Works with the Program Director to complete lesson plans as well as execute and ensure implementation of activities as well as recreational fun programming daily for every member.
- Coordinates and plans for intermural sports including flag football.
- Plans activities that are educational, fun and interesting for youth.
- Manage program supplies and maintain upkeep of equipment, use existing materials as well as create supply lists as needed.
- Help to maintain organization and cleanliness of building.
- Lead staff by example and encourage participation and supervision with staff by engaging them with the activities and giving them roles within the space.
- Manage necessary administrative functions and assigned resources within the Club.
- Demonstrate ownership and pride in creation and execution of club culture through leadership and inspiration of others.
- Assist in other areas as needed.
- Maintain records for program participation.
- Promote and market programs to Club members.
- Ensure participation of members in National Boys & Girls Club programs.
- Help organize activities and events to show case or highlight members.
- Other duties as assigned.

#### **APPLICATION PROCESS**

Please submit a cover letter and resume to [heather.robertson@greatclubs.org](mailto:heather.robertson@greatclubs.org).  
Position will close as filled.

*Boys & Girls Clubs of Benton and Franklin Counties is an Equal Opportunity Employer.*

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**GREAT FUTURES START HERE.**