

## Summer Social Emotional Learning Specialist (SELS) –EmpowerSTEAM Program

<b>Reports to:</b>	<b>Director, Youth Programs &amp; Youth Programs Coordinator</b>
<b>FLSA Status:</b>	<b>Non-exempt</b>
<b>Position Classification</b>	<b>Temporary, Full-Time</b>
<b>Employment Term</b>	<b>June 17, 2019 – July 30, 2019</b>
<b>Pay Rate</b>	<b>\$25.00 per hour</b>
<b>Work Schedule</b>	<b>8:00am and 4:00pm, Monday – Friday</b>

### About the YWCA National Capital Area (YWCA NCA)

**Mission** – The YWCA is dedicated to eliminating racism, empowering women and promoting peace, justice, freedom and dignity for all.

**Vision** – Provide women and their families with the necessary programs that foster independence, economic stability and overall well-being.

**Bold Goal** – A majority of women and girls of color across the National Capital Area have the resources and support necessary to achieve personal, educational and professional success.

### Position Summary

The YWCA NCA is seeking a highly engaged Social Emotional Learning Specialist (SELS) for our EmpowerSTEAM Summer Academy. EmpowerSTEAM is a 5-week, interactive, Science, Technology, Engineering, Arts and Mathematics summer program for girls ages 11-17. The SELS will be charged with guiding and supporting the social and emotional development of the program participants. The SELS will plan and facilitate activities designed to promote positive social skills, mental health and personal growth. The SELS will identify emotional and social skills needs, and encourage positive behavior through individual and small group counseling and social/emotional skills training. The SELS will serve as a leader and role model throughout the program and will be integral in creating a nurturing academic community that is responsive to the social and emotional needs of the program participants.

EmpowerSTEAM will be held on the campus of Trinity Washington University in northeast Washington, DC. Training for EmpowerSTEAM staff members will be held at the YWCA NCA in northwest Washington, DC. The SELS will accompany participants on field trips and college tours.

### Position Responsibilities

- Work closely with YWCA NCA staff and educational partners to ensure the successful implementation of daily programming.

- Maintain engaged presence during the program and serve as an accessible resources for staff and facilitators.
- Develop and implement activities and interventions that empower participants with the skills necessary to understand and manage emotions, and feel and show empathy.
- Provide staff coaching to support EmpowerSTEAM Advisors in implementing best practices to promote social/emotional learning.
- Support EmpowerSTEAM leadership team in the implementation of social skills instruction, and the infusion/integration of social/emotional learning practices.
- Develop rapport with participants and create a welcoming environment.
- Engage with parents and guardians and communicate participants' progress as necessary.
- Serves as the Point of Contact (POC) for any SEL related challenges amongst participants.
- Assist in maintaining accurate program records.
- Supervise program participants and support staff during field trips and college tours, including one overnight college tour.
- Regularly communicate any challenges or concerns to EmpowerSTEAM leadership team.
- Understand, follow and enforce all safety guidelines and program policies.
- Ensure that program participants have a safe and rewarding experience.
- Attend mandatory training sessions.
- Other duties as assigned.

### **Qualifications**

- Bachelor's degree in Social Work, Education or Counseling
- Minimum of three-years' of experience working in a school or youth development setting.
- Experience providing psychological and/or social/emotional instruction or counseling services.
- Must be available to attend mandatory training; and be available to work entire 5-week program.
- Must pass state and federal background checks.

### **Essential Knowledge, Skills and Experience**

- Demonstrate leadership and professionalism at all times.
- Must have excellent interpersonal and communications skills.
- Demonstrated ability to adapt and design SEL/Social Skills curricula.
- Must enjoy working with pre-college youth (ages 11-17).
- Demonstrated ability to inspire and motive youth.

- Ability to work effectively in a close, collaborative environment.
- Ability to manage confidential information with diplomacy and tact.
- Must have strong organizational and problem solving skills.
- Consistently demonstrate prompt and dependable attendance according to work schedules.
- Proficient in MS Office Suite.

### **Working Conditions/Physical Requirements**

- The work is performed in classroom/college campus settings, with occasional offsite field trips/program activities in the Washington Metropolitan area.
- This position is classified as light work and requires the ability to speak, hear, see, read and lift objects up to 10 lbs. frequently and up to 20 lbs. occasionally. The incumbent must be able to stand, sit and walk for extended periods of time, ascend and descend stairs.

### **Equal Employment Opportunity Statement**

The YWCA National Capital Area is an Equal Opportunity Employer. We seek to recruit, hire and retain the most qualified individuals without regard to race, color, religion, national origin, citizenship, sex, age, gender, disability, marital or veteran status, personal appearance, sexual orientation gender identity or expression or any other characteristic or status protected by applicable federal, state or local law.

It is our intent and desire that equal employment opportunities be provided in employment, recruitment, selection, compensation, benefits, promotion and all other terms and conditions of employment.