



The Greater Ridgewood Youth Council

Job Description: Group Leader

We are seeking Group Leaders who are creative, self-motivated, resourceful, and passionate about working with children.

All applicants must: have previous experience working with children in a group setting; be available to work between the hours of 2:00pm and 6:00pm; provide a current medical that includes a TB test; undergo a background check; and provide 3 letters of recommendation that include the referer's contact information.

Group Leader Skills, Knowledge and Responsibilities Required:

- Track daily attendance.
- Be punctual.
- Ability to work between the hours of 2:00pm and 6:00pm.
- Prepare students to participate in activities.
- Abide by the rules and regulations of the organization.
- Develop and maintain a safe and respectful learning environment.
- Assist in facilitating various group activities such as Physical Education, S.T.E.A.M, Homework and/or Culminating Events.
- Collaborate with other staff members to maintain a safe and fun environment.
- Demonstrate excellent interpersonal and organizational skills.
- Previous experience working with children.

*Be prepared to provide your 3 letters of reference during your interview.