



of Metro Denver

**Job Description:** Summer Instructor – Elementary & Middle School Programs (1st-8th grades)

Girls Inc. Metro Denver is accepting applications for Temporary, Full-Time Summer Instructors. Prepare to break free from traditional educational constraints and embrace a transformative approach that puts the joy of learning at the forefront. You will have the freedom to unleash your creativity, infusing each session with an electrifying blend of engagement, fun, and hands-on exploration. We need passionate educators who are ready to ignite sparks of empowerment, shaping a generation of unstoppable young women. From STEM to finance, relationships to leadership, be the catalyst that fuels their success. Collaborate with a dynamic team, celebrate diversity, and leave an indelible mark on girls' lives. Unleash your enthusiasm, compassion, and commitment to make a lasting impact.

At Girls Inc. we offer a supportive work environment with a robust training for program staff with connection to the Girls Inc. National network including peer support and training opportunities, regular team meetings, one-on-one check-ins.

**Pay Range:** \$21 - \$25 Hourly, dependent on experience

**Start Date:** May 21, 2025

**End Date:** August 1, 2025

**Hours:** 40 Weekly

**Location:** Girls Inc. Of Metro Denver, 1499 Julian Street, Denver, CO

**Position Summary:** Summer Center Instructors implement and evaluate Girls Inc. of Metro Denver's hands-on, innovative and comprehensive summer programs for girls ages 6-13 years old. Programs are offered in person.

Instructors will utilize Girls Inc.'s national resources and program approach to adapt and implement curriculum in one (or more) of the following areas: healthy living, academic success, leadership and self-empowerment. In partnership with GIMD's Sr. Director of Programs, Instructors will finalize course titles, descriptions, and learning objectives.

**Supervisory Responsibilities: None**

**Duties/Responsibilities:**

- Implement curriculum, goals, objectives and evaluation methods for a hands-on program
- Maintain daily lesson plans for each session
- Actively assist with program related logistics such as structured free time duty, opening/closing, meals/snacks, van driving, and field trips etc.
- Responsibly manage any funds received for expenses related to classroom or field trip costs
- Complete evaluations for each session.
- Complete all paperwork related to administrative responsibilities



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- Provide positive direction, motivation, and management of program participants
- Help preserve group norms and monitor behavior as needed
- Provide a safe and fun environment for participants
- Assist with special events
- Assist with organizing and cleaning general program spaces
- Perform other job functions as needed

#### **Required Skills/Abilities:**

These positions require a wide range of knowledge of youth development and youth centered programming skills. Exceptional candidates will possess:

Deep experience with leading the following:

- Youth development programming
- Social and Emotional Learning tools
- Ability to work in a fast paced, dynamic summer programming environment
- Commitment to social justice values and an anti-oppression analysis
- Appreciation for community, diverse populations, cultures and economic experiences
- Youth development and gender specific programming strategies

Awareness of and ability to grow in the following areas:

- Experience facilitating STEM concepts and activities
- Summer Camp logistics
- Class room and group management skills

#### **Education and Experience:**

- A high school diploma and at least 2 years teaching lessons or delivering programs for elementary - middle school youth.
- Possess a valid Colorado driver's license, with driving record that allows employee to be covered by agency auto insurance and drive agency 15 passenger vehicles (must be at least 21 years old).

**How to apply:** Please complete the application form, which includes uploading your resume [LINK](#)

#### ***Equal Opportunity Employer***

*Girls Inc. of Metro Denver is committed to diversity in principle and practice, both in the community at large and within the organization. We are, therefore, committed to having our internal operations and employment practices administered on a non-discriminating basis inclusive of, but not limited to, race, religion, color, socio-economic status, gender, age, sexual orientation, gender expression, military or veteran status, physical or mental disability, marital status, or national origin.*



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