



YES Track and Field/Cross Country Coordinator

Youth Enrichment Services Inc. (YES) is a \$1.8M non-profit corporation headquartered in Boston whose mission is to inspire and challenge urban youth with physical and mental activities that foster life-long respect for self, others, and the environment.

Founded in 1968, YES provides opportunities for youth to develop self-confidence, leadership and job skills through participation in outdoor activities such as skiing, snowboarding, kayaking, biking, as well as year-round developmental leadership programs. Over 1,600 youth, ages 7-18, participate annually in Operation Snowsports, Outdoor Adventure, and YES Academy Programs. An annual average of 150 volunteers provide critical support for the program activities.

About the Position

- This is a position for a highly enthusiastic, energized, safety-conscious adult (18 years +) who is well organized, supports and understands sports-based youth development, and has strong interpersonal skills;
- Part-time position: 10-15 hours/ week (May-August) and 5-10 hours/week (September-April). The direct service programming takes place at Moakley Park in South Boston and English High School in Jamaica Plain. There may be other duties required at the YES offices.
- Supervised by the Director of Programs and Operations.

Responsibilities

- Planning the year-round Track & Field/Cross Country Program through outreach, registration, safety assurance, evaluation, and site reservations/planning.
- Helping with the implementation of an outreach and recruitment plan in coordination with YES Staff;
- Setting goals and benchmarks for each season's outcomes and oversight of the evaluation process;
- Setting up the age and developmentally appropriate track and field schedule of activities;
- Overseeing the set-up and breakdown of the track and field areas;
- Handling of any family or parent issues;
- Overseeing Moakley Park and English High School's permitting process and assuring the safety and YES's use of the field;
- Supervision of adult and youth volunteers who coach the track & field program.

Requirements

- Experience leading or assisting groups with youth programming;
- Teaching, coaching, and/or experience in youth sports, preferably track and field & cross country, preferred;
- Ability to work cooperatively and interact with a diverse population including adult and youth staff, volunteers, youth participants, parents, etc.;
- Demonstrated administrative experience and skills;
- College degree or coursework preferred;
- CORI and SORI Background check will be administered.



The above job description and qualifications are not meant to be all-inclusive. Additional responsibilities and qualifications may be added at any time by the employee's direct supervisor or Executive Director.

Youth Enrichment Services is an Equal Opportunity Employer that encourages applications from persons with disabilities and members of underrepresented groups.

To Apply, send cover letter and resume by Friday, October 26, 2018 to

Shiona DeCarvalho
Director of Impact and YES Academy
Youth Enrichment Services
412 Massachusetts Ave.
Boston, MA 02118

Or by email: sdecarvalho@yeskids.org