**Job Title:**

Summer Academy Program Director

**Hours/Pay:**

Pay: $16 based on experience

Hours: 40 hrs

**About Us:**

North Littleton Promise builds life giving relationships with immigrant kids and

their families, and mobilizes local partners to transform the northeast Littleton

neighborhood through Christ.

**Job Summary:**

We are looking for an experienced leader and team player excited to contribute their gifts in a community, faith-based, non-profit setting. North Littleton Promise works alongside partners in the community to bring a summer enrichment program for 20 middle school students.

**Schedule:**

Six weeks July 2nd – Aug 10th

9am-430pm M-W, F

9am-7pm R

**Summer Academy Location:**

Bethany Evangelical Free Church

6240 S Broadway, Centennial, CO 80121

**Supervision:**

Director of Programs

**Program Requirements:**

- Training starts first week of July

- Thursday staff dinners/debrief session

- Strong interpersonal skills with ministry experience
- Oral and written communication skills

- Experience working w/ kids

- Follower of Jesus

**Preferred Experience:**

- Understanding and heart for Hispanic-Immigrant community

- Work with at-risk populations

- Classroom management

- Previous oversight of staff

- Some Spanish

**Responsibilities Include:**

- Build relationships and oversee kids in programming

- Plan, lead, and direct: activities, field trips, and program logistics

- Foster spiritual and emotional care of students

- Lead small team of Camp Counselors

- Administrative and communication duties

**Contact:**

Nathan Salley

Director of Programs

nathan@northlittletonpromise.org

Phone: 720-273-0775

North Littleton Promise

P.O. Box 3543 Littleton, CO 80161

**To Apply (Deadline May 25th):**

Complete application below

Submit resume, cover letter, and 3 references (personal, and two professional)

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**Application**

**Essay responses:** Please respond to all of the questions below in a thorough manner, either within this document or on a separate sheet of paper.

A. Why do you want to be on staff this summer at North Littleton Promise?

B. When did you decide to follow Christ and what does following Christ mean and look like to you?

C. What factors, events and/or people have strongly influenced your faith development? D. What strengths or skills would you bring to this position?

E. What skills would you like to develop this summer?

F. What experience do you have working with kids (K-8th grade)?

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Have you ever been arrested and convicted of a crime involving drugs, sex, or violence? Yes \_\_\_\_\_ No \_\_\_\_\_ If yes, please explain:

How recent was the offense?

I certify that the answers given herein are true and complete to the best of my knowledge.

I authorize the investigation of all statements contained in this application for as may be necessary in arriving at an internship decision, including a criminal background history check. When working in close proximity of children

I understand that neither this document nor any offer from the employer constitutes a contract unless a specific document to that effect is executed by North Littleton Promise and the camp counselor in writing.

I understand that false or misleading information given in my application or interview may result in termination. I also understand that I am required to abide by all rules and policies of North Littleton Promise.

I hereby authorize North Littleton Promise to request information of the above references, and release all parties from liability for any damage that may result from furnishing this information. I understand that the information given will be kept confidential between North Littleton Promise and the Reference.

I have read the job description, program requirements, responsibilities and understand that if I wish to raise funds this summer, I will be given a maximum amount I can raise to be paid out and any donations that exceed that amount will be applied to the summer program fund.

Printed Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature of Applicant \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*We consider all applicants for all positions without regard to race, color, sex, national origin, or the presence of a non job-related handicap.*