



of Metro Denver

### **Job Description: Middle School & Outreach Educator**

Girls Inc. Metro Denver is accepting applications for a Middle School and Outreach Educator. The Middle School and Outreach educator is a unique educator position that works in non-traditional classroom setting. The educator position teaches health education classes across the Denver Metro during the day and supports the middle school aged girls during the after-school programming at the Girls Inc. Of Metro Denver center. This role will be trained to deliver our sexual health curricula to 2-4 school partners/community organizations each semester during the school year for teen aged students. Educators at GIMD facilitate and evaluate minds-on and hands-on programs for youth in Denver-Metro schools and at our West Colfax Center.

All Girls, Inc. Full time employees are eligible for an impressive benefits package, including:

- **A supportive work environment** be part of a national network for girls, professional development funds allocated to each full-time staff member, 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 checks ins.
- **A culture of care rooted in equitable practices** with paid family and medical leave, a robust wellness program, sabbatical eligibility benefits, organization-wide retreats and team bonding events, generous paid time off, sick leave, a minimum of 13 holidays per calendar year, and access to an employee emergency assistance fund.
- **A comprehensive benefits package** consisting of a 403(b) retirement plan that includes a 3% employer contribution, 100% employer paid medical, vision and life insurance package, dental, additional insurance options offered to fit your needs.

**Pay range: \$47,000 to \$50,000**

**Supervisory Responsibilities:** None

**Schedule:** Mid- mornings or afternoons at Denver Metro Area schools for outreach education in all-gender settings. Afterschool programs at GIMD's Center in the West Colfax neighborhood from 2:30pm to 6:30pm for girl-only programs.

**Duties/Responsibilities:**

#### **Afterschool Educator (40%)**

- **Facilitate hands-on/minds-on enrichment classes for girls and youth** to engage in fun, interactive, and intentional after school programs.



of Metro Denver

- **Become thoroughly familiar with GIMD content areas** in order to confidently facilitate classes and discussions. Program content includes physical, mental, and sexual health, STEM, entrepreneurship, creative arts, leadership and advocacy.
- **Create a safe, and supportive learning environment** through effective classroom management, asset-based and pro-girl approach, self-discipline, and culturally responsive practices.
- **Provide coaching** for girls and youth across the organization with social emotional support, direction, motivation, and behavior management.
- **Actively assist with program related logistics** such as structured free time duty, opening/closing, supporting other educators and programs, etc.
- **Support and coach volunteers and interns** that support free time, classrooms and extracurricular activities.
- ***This section becomes the primary duty during summer.***

#### **Outreach Educator (40%)**

- **Facilitate hands-on/minds-on enrichment classes** for all genders to learn about healthy sexuality and health education.
- **Travel to multiple schools and be a partner** to provide elective classes that bring the Girls Inc. Experience into middle and high schools during the school year.

#### **Transportation Support (10%)**

- **Drive daily routes** to pick up girls at local schools in GIMD's 15-passenger vans around Denver Metro Area.
- **Provide social emotional learning** as girls enter their biggest transition of the day – from school to center - and start connecting, coaching and providing a safe space on daily routes.

#### **Administrative Support (10%)**

- **Enter program attendance and data** in the Compass360 system (ex: classroom attendance).
- **Participate in ongoing training and development opportunities** to enhance subject matter knowledge, facilitation skills and youth engagement.
- **Daily administrative duties** such as timely email communication, safety, cleaning classroom and preparing for plans in advance.
- **Perform other job functions as needed.**



of Metro Denver

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

- **Cultural Competence:** Has an appreciation for diverse populations, cultures, and economic experiences. Exhibits commitment to social justice values and anti-oppression analysis. Demonstrates a commitment to the positive parameters of GIMD's professional behaviors (see link above).
- **Youth Development Passion & Facilitation:** Enthusiasm, sincere dedication, and genuine enjoyment for connecting with youth. Ability to facilitate and manage groups of at least 15 youth. Ability to inspire, stimulate and support youth self-empowerment and social-emotional development from a feminist, anti-racist, and anti-oppression lens.
- **Professional Assets:** Critical thinking and a belief that we can all learn from failure and improve outcomes through reflection. Flexibility with a higher tolerance for uncertainty and fast-pace that comes from working in a youth-centered space. Self-starter skills with willingness to find solutions rather than wait for direction. Values collaboration and supporting colleagues to advance GIMD's mission. Curiosity and ability to make generous assumptions about themselves and others.

### **Education and Experience:**

#### **Education**

- B.A. or B.S; in a related field preferred or equivalent of 3+ years of experience in education or youth development field

#### **Experience**

- Experience facilitating youth programming for groups of at least 15 participants.
- Experience working with girls.

### **Physical Requirements:**

- Must be able to lift up to 15 pounds at times
- Prolonged periods of driving while on daily routes, field trips, and outreach travel around the Denver Metro Area

### **Additional Requirements:**

- Possess a valid Colorado driver's license, (or willingness to obtain one within a month of employment) with a driving record that allows employees to be covered by agency auto insurance and drive agency vehicles (must be at least 21 years old) with at least 2 years of driving experience.



**of Metro Denver**

- Access to a personal vehicle to travel to school sites in Metro Denver. Mileage reimbursement provided.
- Bilingual Preferred: English/Spanish

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

***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.*

Revised July 2024