



of the Island City

## **SOCIAL EMOTIONAL LEARNING COORDINATOR**

[Girls Inc. of the Island City](#) has been serving children and families in the city of Alameda since 1964. Our mission is to inspire all girls to be strong, smart, and bold and to engage youth in creating a more equitable society. We achieve this mission through innovative research-based Girls Programs for girls and gender expansive youth ages 6-18, and Alameda Island Kids licensed child care for any child attending our partner Alameda Unified elementary schools. With a strong history in Alameda, Girls Inc. of the Island City is a local affiliate of the national Girls Inc. organization. We embolden our participants to embrace risks, increase confidence and self-esteem, and take action to achieve their dreams.

Girls Inc. of the Island City delivers an in-school social emotional learning program to girls in nearly a dozen Alameda Unified School District schools; at our home campus the Meyer's Center, we offer a daily after school program and summer camps for K-5th girls, and school break camp for all children. Girls Inc. teen programs include summer camps, Eureka! for girls interested in STEM, and ongoing workshops. Alameda Island Kids serves children in five Alameda elementary schools. In all, Girls Inc. of the Island City engages nearly 850 youth annually. The operating budget is \$3M, with nearly 40 full-time and part-time staff.

### **THE OPPORTUNITY**

The Social Emotional Learning Coordinator is the lead manager, partnership developer, and facilitator for the GEMS program - Girls Empowerment Mentoring and Support. GEMS was developed with the aim of increasing girls' social-emotional learning in elementary and middle school. Since its inception, we have partnered with Alameda Unified School District to offer GEMS and have served over 1,000 girls and gender expansive youth. GEMS is a multi-week workshop series delivered at schools during lunch and after school. **Each year 225-250 girls participate in GEMS.**

### **RESPONSIBILITIES**

- Create, plan and implement age-appropriate SEL activities to approximately 20 cohorts of girls per academic year.
- Maintain updated GEMS curriculum based on best practices.
- Develop schedule and registration for GEMS sessions.
- Continue to evolve the evaluation and assessment of GEMS.

- Develop and maintain positive relationships with school personnel, families, volunteers, other program staff and school faculty.
- Imagine future SEL programs for Girls Inc. of the Island City.
- Supervise girls during program activities and field trips.
- Attend all staff meetings and professional development.
- Works as a team member with Director of Programs and other Program Staff.
- Performs other duties as assigned.

### **WHO WILL THRIVE IN THIS ROLE**

Our ideal candidate will have a bachelor's degree in Social Work, Human Services, Addiction Studies, Child Development/Early Intervention, Psychology, or Sociology. The ideal candidate will also have at least 2 years of experience in youth-serving programs, teaching/facilitation, youth mental health, and/or social emotional learning support. Additional requirements:

- Deep resonance with the mission of Girls Inc. of the Island City
- Proven ability to build relationships with children, families, staff, and partners.
- Experience in curriculum planning.
- Excellent planning and organizational skills.
- High level of integrity, diplomacy, accountability.
- Commitment to girl-centered programs and equity & inclusion.
- Curiosity, problem-solving, and adaptability.
- Must have a driver's license and be insurable by Girls Inc. of the Island City.
- Ability to pass required criminal background checks and health assessments.

### **POSITION LOGISTICS**

- This full-time, hourly position reports to the Director of Programs at Girls Inc. of the Island City.
- The hourly wage for this position is \$29-\$31/hour.
- The primary work location is Girls Inc. of the Island City offices and school sites, with some flexibility for remote work.
- We provide competitive salary and benefits, including paid medical, dental, vision, and life insurance; a retirement plan through Mutual of America, an opportunity for 403B (Tax Deferred Annuity), and AFLAC/employee paid supplemental coverage.

**HOW TO APPLY:** Send a cover letter and resume to Natalie Duarte, Director of Programs, [nduarte@girlsincislandcity.org](mailto:nduarte@girlsincislandcity.org)

**GIRLS INC. OF THE ISLAND CITY IS AN EQUAL OPPORTUNITY EMPLOYER**