



YES Track and Field Coordinator

Youth Enrichment Services Inc. (YES), a \$1.8M non-profit corporation headquartered in Boston, MA inspires and challenges urban youth with physical and mental activities that foster life-long respect for self, others, and the environment. Founded in 1968, YES provides opportunities to develop self-confidence, leadership and job skills through participation in outdoor activities such as skiing, snowboarding, hiking, biking, track & field, etc. Between 1,500 and 2,000 youth, aged 4-18, participate in year-round programs: Operation Snowsports, Outdoor Adventure, and YES Academy. Volunteers help staff the programs, an average of 150 people per year. Go to www.yeskids.org for more information about YES.

About the Position

This is a position for a highly enthusiastic, energized, safety-conscious adult who is well organized, understands sports-based youth development, and has strong interpersonal skills; Part-time position: approximately 5 hours/week Monday evenings 5-7:30 PM April-May and Sept-Nov. Hours increase 10-15 hours/ week Monday-Thursday evening 5-7:30 PM, during late June-August. Programming takes place at Moakley Park in South Boston (Mondays and Thursdays) and English High School (Tuesdays and Wednesdays) in Jamaica Plain. There may be other off-site track meets or administrative activities required at the YES offices.

Responsibilities

Coordination and facilitation of the summer Track & Field Program through outreach, registration, safety assurance, and evaluation in addition to the following tasks:

- Set up an age-appropriate track and field schedule of activities
- Organize developmental track meets
- Support check-in/out, survey and snack distribution
- Oversee set-up and breakdown of the track and field areas
- Facilitate communication to families and volunteers as needed
- Supervise adult volunteers coaches and teen staff (assistant coaches)
- Support and represent our organization and youth at city wide meets
- Fill in as a "Roving Coach" at each practice, wherever help is needed

Requirements

- Experience leading or assisting groups with youth programming
- Teaching, coaching, and/or experience in youth sports, preferably track and field
- Ability to work cooperatively and interact with a diverse population including adult and youth staff, volunteers, youth participants, parents, etc.
- High School graduate/College student or coursework preferred
- Minimum 19+ years of age
- CORI and SORI Background check will be administered
- Driver's License and reliable vehicle a plus (gas/mileage for work purposes reimbursed)
- Fully Vaccinated and boosted for COVID-19

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.

[Apply using the YES Online Portal here.](#) Applications reviewed on a rolling basis with position opened until filled.