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Facilitator Job Description

Interested in making a difference in NYC communities by empowering children with tools to build self-esteem and mindfulness so they grow to be thoughtful leaders in their communities?

Green Generations Inc. is hiring dedicated education professionals to become facilitators in our expanding in-school and after-school programs for children at schools throughout the city.

If you possess the following qualities, then we would like to hear from you:

- Passionate and knowledgeable about children, holistic, whole-child, SEL, and leadership-driven education, including environmental sustainability.
- Desire to make a difference and contribute to a better world.
- Share our [Core Values](#).
- Understand the importance of being a reflective, life-long learner.
- Value self-improvement and emotional security.
- Enthusiastic, joyful, dynamic, committed, organized, open-minded, and creative.
- Mission-conscious, meaning you contribute your best to the growth of our organization fully aligned with our mission.

Core Eligibility Requirements

Candidates must meet all of the below requirements in order to be considered for the position:

- Believe deeply in the mission of Green Generations and in everyone's infinite potential.
- Love children of all backgrounds.
- Believe in co-education and be open to alternative education models.



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- Be passionate about the environment, nutrition, holistic and whole-child centered education, and teaching social-emotional wellness.

Knowledge and Skill Requirements

Candidates must meet all knowledge and skill requirements in order to be considered for this position:

- Professional experience managing groups of 15-25 children between 6-15 years old, although age groups will vary.
- Excellent classroom management skills.
- Willingness and ability to commit to the position for a duration of two full academic school years.
- Interest and openness to both personal and professional development.
 - Possession of, or in the process of acquiring, a NYS teaching license (for any grade level is a plus) is ideal.
 - Fingerprinted and approved by the New York City Department of Education prior to working with children.
- Full COVID-19 vaccination required to enter New York City schools.

Additional Information:

- Flexible, part-time hours are available during the academic school year due to our varied daytime (8:30am - 2:30pm) and afternoon (2:15pm - 4:15pm/4:00pm - 6:00pm) programs throughout the city, but primarily located in Brooklyn and the Bronx.



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- There is an opportunity for facilitators to grow with us as our organization increases its number of school partnerships.
- Candidates will shadow a lead facilitator at the beginning of the (paid) training period.
- Competitive hourly rate of \$48-50/hour offered.
- Qualified candidates from NYC are strongly encouraged to apply.
- We highly encourage you to visit our website, check us out on Facebook and Instagram, and watch our video to learn more about us.

Details at a glance

- Part-Time Schedule
- Freelancer's Contract/Letter of Agreement
- 4-Year Degree Required

Level of Language Proficiency

- English proficiency required.
- Spanish speaking skills helpful.

Location:

On-site or virtual (TBD)



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Application Process/How to Apply:

Due to the high volume of applications receive, we can only respond to those candidates who meet all of the required criteria. Only those candidates who follow all the steps and meet our criteria will be invited to the interview process.

In order to be considered as a candidate, please follow of the steps below:

Send **ONE** email to Adrienne Heim at adrienne@greengenerations.org and include all of the following information:

1. Subject Heading: [Your Name's] Application for SY_____ Facilitator Position
2. Cover Letter [Be sure to specify preferred/available part-time hours.]
3. Attach current resume
4. Attach a scanned copy of the certificate to prove that you have been fingerprinted and approved by the New York City Department of Education. If you do not have this currently, please tell us and understand that you will be required to schedule and pay for the fingerprinting prior to working with Green Generations Inc.
5. Attach a document answering the following questions. [Be sure to have your full name on the document and please note that only PDF, Word, or Pages formats will be accepted.]
6. What are your greatest motivations for teaching children?
7. What do you enjoy most when teaching children?
8. Please share a particularly poignant experience (a teachable moment) that you have had with a child.
9. What qualities do you believe are the most important to teach a child in order for children to feel happy, healthy, and successful?



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10. How would you describe your classroom management style? What approaches do you take to resolve conflicts that may arise?
11. Please describe in detail your professional experience in education and teaching groups of 15 -25 children. Tell us how you believe your skills will benefit our organization's mission.
12. What inspires you to be part of the Green Generations team? Which aspect of our organization most appeals to you and why?
13. What personal qualities and talents can you contribute to Green Generations? Please also let us know if you speak another language other than English. If yes, please list language(s) and your level of fluency for each.

Selection Process:

1. All interested candidates must submit their application by following all of the instructions above in the "How to Apply" section in order to be considered.
2. Candidates that meet all of our criteria and most closely align with the core values and mission of Green Generations Inc. (GG) will be invited to a 50-min. interview.
3. Candidates who pass the interview round will be invited to give a demonstration lesson to a group of approx. 15-25 children at one of our school partnership sites. The candidate will be responsible for creating a 30 - 45 minute lesson plan and teaching that lesson to the group of children (more details will be provided at that time).
4. If successful, the candidate will be invited to join the team and sign a contract. The candidate must also participate in mandatory (paid) trainings regarding GG's mission and program curriculum in prior to starting the position and will shadow main facilitators in the beginning of the school year.
5. **Please note that all facilitators must be fingerprinted and approved by the NYC Department of Education prior to working at our school sites. Full COVID-19 vaccination required to enter and work in New York City schools.**



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Application Timeline:

- **[1-2 months]:** Recruitment Period, personal interviews.
- **[1-2 months]:** In-class demonstrations, hiring/contract signing, mandatory facilitator training(s). (Dates and location TBA)
- Shadow other GG Facilitators and then begin to facilitate GG Programs .

Thanks so much for applying to Green Generations!



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