



# GROUNDWORK

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## Ohio River Valley

### Youth Leader Assistant Position

#### **Groundwork Ohio River Valley Background:**

Groundwork is where Justice and the Environment meet. We link the environment to quality-of-life initiatives through engagement, education, and employment. As part of the Groundwork USA network and the National Park Service, we create programs and projects that address community needs.

#### **Youth Leader Assistant Overview:**

Groundwork is seeking highly motivated candidates for 'Youth Leader' positions with the Green Team workforce development program. The Green Team program employs youth 14-18 years old to complete community-based environmental initiatives while training the youth in soft skills, environmental science, outdoor recreation, and environmental careers. The Assistant Youth Leader will help the Youth Leader in ensuring the safety, development, education of youth participants, as well as the successful completion of projects..

#### **Job Responsibilities and Duties:**

- *Jobsite readiness of the Green Team including ensuring the team has all tools and equipment for the project*
- *Ensure that all youth members are following the rules and regulations of the organization.*
- *Create a safe and engaging environment for youth. Enforce jobsite safety protocols ensuring that Green Team employees are equipped with and properly using all necessary PPE to work safely.*
- *Assist in providing guidance and support to youth members.*
- *Assist in leading activities and events that promote growth, development, and how the work they are doing contributes to a healthier community and ecosystem.*
- *Promote positive values and behaviors to the youth members and help them set and achieve professional goals.*
- *Active communication with office staff.*
- *Assist with supervising the jobsite and monitoring project progress.*
- *Ensuring that youth are completing timesheets, organizing timesheets, and submitting youth hours biweekly.*
- *Assist with coverage of Youth Leaders and Youth Leader Assistants, while keeping a flexible schedule.*
- *Lead and Attend Green Team special events.*
- *Assist with recruitment and tabling*



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### Requirements:

- *Professionalism on the job is required.*
- *A passion for racial and social justice.*
- *Demonstrated ability to lead by example and establish a culture of respect among members. Promote leadership characteristics, motivate, inspire youth, and serve as a role model for leadership behaviors. Support youth in learning new skills, such as communication and problem-solving.*
- *Outstanding interpersonal skills and ability to work effectively as part of a team.*
- *Ability to make timely decisions and take calculated risks based on available information.*
- *Ability to work well under pressure and manage sensitive or controversial subjects with tact, kindness, and professionalism.*
- *Ability to work remotely and on site.*
- *Flexible and positive attitude.*
- *Ability to work outside in all seasons or in an office setting periodically.*
- *Excellent time management skills*
- *Active Driver's License.*
- *Flexible Schedule and the ability to work assigned hours*

### Preferred Qualifications:

- *Relevant lived experience.*
- *Experience working with youth of diverse backgrounds.*
- *Experience in community engagement and advocacy.*
- *Understanding of climate change, climate impacts, and mitigation strategies.*
- *Natural Resource Management/Restoration experience: trail building, invasive species management, tree planting, naturalist skills, construction skills.*
- *Urban Farming/Gardening experience.*
- *Experience with curriculum planning and teaching environmental lesson plans.*

### Benefits/Schedule:

- Networking with local and national entities focused on Environmental and Social Justice
- \$15/hr
- **Summer Green Team (8 Weeks)**  
*Program runs: 5 days per week, Monday – Friday, 9am-2pm*  
*30-35 hrs/week with occasional work on weekends or special events*
- **Spring & Fall Green Team (8 Weeks)**  
*Program runs: 3 days per week, varied days Monday – Friday, 2pm - 6pm*  
*16 - 20 hrs/week in the afternoon and evenings with occasional work on weekends or special events*

Local residents are strongly encouraged to apply. Groundwork is an equal opportunity employer and is committed to fostering an environment that welcomes and embraces diversity. Groundwork does not discriminate on the basis of race, color, religion, creed, gender, national origin, age, disability, marital or veteran status, sexual orientation, or any other legally protected status. People of Color and those with other marginalized identities are strongly encouraged to apply.