



DEPARTMENT OF EMPLOYMENT SERVICES OFFICE OF YOUTH PROGRAMS



AVAILABLE POSITION

Position: **Trainer**

Marion Barry Youth Leadership Institute

Position Grade: CS-142-O5

Salary Range: \$20.01/ Hour

Opening Date: April 23, 2021

Closing Date: June 4, 2021

Duration of Appointment:

June 7, 2021 – August 13, 2021

Tour of Duty 8:30am to 5:00pm
(Possible Overnight and Evening hours; flexible start date)

For question or concerns, please contact DOES, Office of Human Resources at does.hires@dc.gov.

To apply for this position, please submit your application package to does_hires@dc.gov with "MBSYEP Summer Monitor Position" as the subject or fax to (202) 724-1408

Complete application must be received by June 4, 2021 at 5:00 pm EST

DESCRIPTION OF DUTIES

The DC Department of Employment Services, Office of Youth Programs is seeking highly motivated individuals for the temporary position of MBYLI Trainer for the Marion Barry Youth Leadership Institute (MBYLI). MBYLI Trainers are responsible for implementing MBYLI Summer Curriculum and creating a meaningful summer experience for every participant. The goal is to ensure that every participant is provided with an enriching and constructive summer work and learning experience. All MBYLI trainers must be available to work the entire six (6) weeks of the program, 2-6 weeks paid training prior to the program, and a summer evaluation session after the program has concluded. Other duties include: creatively implementing MBYLI Summer Curriculum; chaperoning all field trips and overnight residential experiences; facilitating group discussions with guest speakers and invited panelists; evaluating each participant's overall involvement in the program, which includes attitude, work habits, leadership skills, quality of work, attendance, punctuality, willingness to learn; and working to create a solid, enriching, smoothly run program for the youth of the District.

QUALIFICATIONS

- Demonstrated experience working with young adults (ages 14-24).
- Successful completion of a 4-year course of study in any field leading to a bachelor's degree is preferred or equivalent experience.
- District Residence preferred (not required).
- Ability to pass a successful background and drug test prior to employment
- Flexible work hours (some evenings, overnight, and weekends).
- Ability to learn quickly and work well under pressure.
- Ability to clearly communicate orally and in writing.

HOW TO APPLY

- Provide an updated resume.
- Complete the DC 2000 application, fully completing each applicable section
- Provide 3 references - include name, contact number, and email address
- Submit the complete application package to does_hires@dc.gov with "MBSYEP Summer Monitor Position" as the subject OR Fax to (202) 724-1408
- A complete application package includes:
 - ▶ DC 2000
 - ▶ 3 references
 - ▶ Updated resume
- Be sure to submit all required documentation by the posted deadline. Late and/or incomplete applications will not be accepted.



DISTRICT OF COLUMBIA
DEPARTMENT OF
EMPLOYMENT SERVICES



GOVERNMENT OF THE
DISTRICT OF COLUMBIA
MURIEL BOWSER, MAYOR