



BOYS & GIRLS CLUB
OF Corvallis

POSITION: Cheer Program Specialist

POSITION LOCATION: Boys & Girls Club of Corvallis/Linus Pauling MS

HOURS: 5:30-8pm weeknights with special events and performances on occasional weekends

VOLUNTEER SEASONAL POSITION: 6-10 Hours per week (Sept-Early Dec in the Fall season)
(Jan-Mid March in the Winter season)

PAY: \$250 stipend per season

Organization Mission

The Boys & Girls Club of Corvallis is the youth organization families and youth choose for its friendly, inclusive, and fun environment that helps school age youth reach their full potential as productive, responsible, caring citizens.

Position Summary

The Boys & Girls Club of Corvallis Athletics program is seeking a well organized and driven person to assist with the coordination and implementation of our K-8 Corvallis Community Cheer program. Our program serves boys & girls in K-8th grades. This position may be used as credit toward an internship, if it meets the requirements for a College internship. To be determined by an advisor. **The position is considered to be a volunteer type of position.**

Duties & Responsibilities

- Assist with the scheduling of teams for practices and events.
- Act as primary contact for team coaches, parents and participants during the season.
- Responsible for equipment and set-up for practices and events.
- Assist in the coordination of uniform sizing ordering and distribution to participants.
- Serve as the program manager on practice & game days
- Design & implement practice plans and communicate them to all assistant coaches
- Be the point of contact and manage all fundraising activities
- Develop team policies as needed
- Take daily attendance for all practices and events
- Review and adapt program to fit the needs of the kids being served
- Be the "Face" of the CYC and assist with the promotion of each new season



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Qualifications

- Have a basic understanding of cheer, including stunting
- Have experience in youth sports.
- Have an interest in promoting afterschool athletics programs.
- Strong work ethic, common sense and attention to detail
- Ability to interact in a professional manor with coaches, parents and staff
- Dance & Tumbling experience is a plus

What You'll Learn

- How to manage an afterschool athletics program.
- How to schedule games/practices and coordinate teams
- How to effectively communicate with coaches, parents and participants
- To have fun and see a lot of growth in our young participants

Requirements

- Must be available between **Sept. 9th** and **Nov. 30th** for Fall Season and January 6th-March 7th for Winter season, (some flexibility possible).
- Reliable transportation.
- Be available 5:30pm-8:00pm, days can vary, some Saturdays will be required
- Must pass a criminal background check.
- Concussion Management Course
- CPR & 1st Aid Certified

The Boys & Girls Club of Corvallis is a drug and alcohol free organization. We reserve the right to drug test applicants prior to employment.