

Program Enrichment Facilitator (*After-School Program*) **Rate:** \$25 per Hr.

Position Objective:

Program Enrichment Facilitator will deliver AFM money curriculum to selected students once a week at a designated school site. AFM will provide the Facilitator with the necessary materials needed to assure they are able to perform at their highest abilities. PEF will be responsible for delivering outstanding training to meet the needs of the program client group. The facilitators are required to attend training meetings, provide feedback about the program and be evaluated by the Program Director.

Primary Duties and Responsibilities:

- ensure that AFM's curriculum is delivered professionally and effectively to meet desired learning objectives
- able to maintain the classroom management with about 30 students
- have a keen idea of time management to ensure all aspects of the lesson plan are delivered
- relate to students about their personal aspirations and skills for success in school and life
- punctual arrival to your designated school with all necessary materials
- attend bi-weekly meeting with other facilitators and Program Director to discuss the progress of the program and provide effective feedback

Requirements:

- Creative self-starter who is comfortable taking initiative and working with collaboration.
- Detail oriented with verbal communication skills.
- Willingness to travel to your designated school and the main office
- Familiar with the Houston area
- Must have completed or currently enrolled in college
- Ability and love for working with a diverse of students including disabilities

Eligibility:

The ideal candidate would be someone who has a passion for giving back to the community. Candidate should maintain a positive attitude, exhibit a strong work ethic and enjoy working with other personalities. Great sense of humor and patience. The candidate should have a love for reaching and teaching knowledge to our future leaders of America. This position would be ideal for a person in the Education field or someone with the love to teach.