



**Job title:** Play Captain Supervisor (up to 4 positions)

**Reports to:** President, Fab Youth Philly

**Date posted:** March 1, 2020

**Apply by:** April 30, 2020

**Salary:** \$20 hr.

**Description:** This is part-time, temporary, seasonal, hourly job, at a **maximum of 30 hours per week from June 1st - August 20, 2020**. A typical work schedule is Mon-Thurs, 9:30 am to 4:30, Friday 9:30 am to 1pm.

**Interviews will take place on these days:** May 11<sup>th</sup>, May 12<sup>th</sup>, May 13<sup>th</sup>, May 14<sup>th</sup> and May 19<sup>th</sup> with an anticipated start date of **June 8<sup>th</sup>**. Candidates **MUST** be available the week of **June 8<sup>th</sup>-12<sup>th</sup>** for training and **MUST** be available daily after that **until August 20<sup>th</sup>**.

**All three of these clearances are required:** Criminal background, Child Abuse, FBI Fingerprints (*if they have been completed between May 31, 2015 and May 31, 2020 we can accept them.*)

**Background Information about the Fab Youth Philly and the Play Captain Initiative:** In Philadelphia every summer, there are over 500 streets designated as "[Play Streets](#)", run by Parks & Recreation. The Play Streets are streets that are closed off to traffic where neighborhood children can receive a meal and play together. To make those Play Streets more playful, [Fab Youth Philly](#) created the [Play Captain Initiative](#), which is a summer job for teens. Those teens will create and facilitate play activities on a number of Play Streets throughout Philadelphia. ***Play Captain Supervisors will be responsible for supervising up to 3 adult Group Leaders who are responsible for supervising teams of 5 teens, called Play Captains.***

Fab Youth Philly is an organization that is working to apply a trauma informed lens to all of the work we do and working to dismantle and avoid perpetrating white-supremacist culture. We are welcoming to people who are formerly incarcerated.

**Everyone at Fab Youth Philly regardless of position is expected to**

- ***uphold*** Fab Youth Philly guiding principles;
- ***promote*** an inclusive, welcoming, and respectful environment; and
- ***model*** expected professional behaviors and attributes, like: punctuality, open communication, etc.

**Essential Duties include but are not limited to:**

**Supervision & Support (50%)**

- ***support*** up to three adult Group Leaders in their support and coaching of teams of 5 teenagers, called Play Captains;



## Captain Initiative

- *coach* Group Leaders to solve problems & identify effective solutions;
- *complete performance appraisals* at the end of the summer



### Administrative & Organizational (40%)

- *promote and comply* with applicable safety and emergency requirements;
- *review and submit* bi-weekly timesheets;
- *review* schedules, other documents;
- *work with the Administrative Assistant* with onboarding of both adult and youth staff;
- *participate* in Play Captain interviews;
- *develop and maintain* partnerships with multiple stakeholders (e.g., Street Supervisors, Partner Organizations, families of the Play Captains)

### (Co-) Facilitation & Training (5%)

- *co-facilitate* Group Leader training, Play Captain training and weekly professional development sessions for the Play Captains
- *contribute* to the development of content for the weekly professional development sessions for the Play Captains

### Data Collection (5%)

- *become trained* by Temple University to effectively collect Street Level Data
- *support and coach* Group Leaders to collect Street Level Data

## Knowledge-Skills-Abilities

- Knowledge of Positive Youth Development Principles
- Knowledge of adolescent Development
- Facilitation Skills
- Highly organized
- Able to balance being playful and professional
- Able to work independently and on a team
- Able to serve as a positive role model; and
- Problem-solver, enjoys thinking of new ways to do things.

## Minimum qualifications

- *minimum of 2-years'* experience supporting and providing supervision to teams of adults;
- *minimum 1-year experience facilitating or co-facilitating*;
- *MUST be willing to be outdoors* in ALL kinds of summer weather;
- *willingness* to learn about a new/unfamiliar neighborhood;



- *willing to be trained in*, and use 'real-time coaching' and positive youth development strategies; and
- *has access to reliable phone/internet service*; and
- *able to get around Philadelphia independently*; has reliable mode of transportation.

## Physical requirements

1. Maximum amount of weight the employee may be asked to lift during a normal day is approximately 65lbs per day;
2. Motion Parameters: must be able to bend, squat, run, twist as part of playing or co-facilitating various games;
3. Work Environment: Hot, rainy, humid, limited shade; and
4. Emotional Work: Conflict resolution

## How to apply:

1. **Review** [www.fabyouthphilly.com](http://www.fabyouthphilly.com) AND [www.playcaptains.com](http://www.playcaptains.com) websites so you fully understand who we are as an organization.
2. Email a resume and a cover letter or a note, explaining why you are qualified for and interested in this position to: [Info@playcaptains.com](mailto:Info@playcaptains.com)
3. **Interviews will only take place on these days:** May 11<sup>th</sup>, May 12<sup>th</sup>, May 13<sup>th</sup>, May 14<sup>th</sup> and May 19<sup>th</sup>.
4. Training for SUPERVISORS will take place week of **June 1<sup>st</sup>-June 5<sup>th</sup>**. Candidates **MUST** be available daily after that until August 20<sup>th</sup>.
5. **Clearances required (by the start of employment):** Criminal background, Child Abuse, FBI Fingerprints.

**CANDIDATES WHO DO NOT FOLLOW THESE STEPS  
WILL NOT BE INVITED IN FOR AN INTERVIEW.**

*Fab Youth Philly provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, sex, national origin, age, disability or genetics. In addition to federal law requirements, Fab Youth Philly complies with applicable state and local laws governing nondiscrimination in employment in every location in which the company has facilities. This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation and training.*

*Fab Youth Philly expressly prohibits any form of workplace harassment based on race, color, religion, gender, sexual orientation, gender identity or expression, national origin, age, genetic information, disability, or veteran status. Improper interference with the ability Fab Youth Philly's employees to perform their job duties may result in discipline up to and including discharge.*