



## Camp Fire First Texas Job Summary

**Position:** Teens in Action Program Specialist

**Status:** Part Time

**Location:** Fort Worth High Schools

**Salary Range:** Commensurate with experience and education

**Job Summary:** The Teens in Action Program Specialist will provide leadership and life skills programming through small group sessions and one on one mentoring at Fort Worth high schools. The Program Specialist will be responsible for recruiting students, communicating with school administrators and parents, and managing grant documents.

### Essential Functions:

- Provide weekly small group sessions with 10-15 participants
- Create an environment of trust and acceptance to encourage peer mentoring and support
- Maintain complete and accurate files and document attendance

### Required Knowledge/Skills/Abilities:

- Experience working with youth
- First Aid/CPR training

### Preferred Knowledge/Skills/Abilities:

- Training in youth development
- Experience delivering in-person and virtual programs

### Camp Fire's Culture:

Camp Fire First Texas is one of the largest Camp Fire councils in the country. Programs are for boys, girls and their families and include camping, after school programs, teen services, environmental education, and school readiness, in addition to professional development for early childhood educators. In Camp Fire, children and youth find a safe, fun and inclusive place – a place where they form lasting relationships, develop a sense of belonging and make positive contributions to the lives of their families and their community. Camp Fire youth have life-enhancing experiences and develop assets essential to their futures. Camp Fire changes young lives for the better in our community. Inside and out.

### To Apply:

Interested persons should [apply online](#) and attach a cover letter, resume & salary requirements.

View other open positions at <https://www.campfirefw.org/careers/>

*Camp Fire First Texas is an Equal Opportunity Employer. The organization will not discriminate against any individual because of race, color, religion, creed, sex, age, national origin, disability or other reason prohibited by the fair employment laws. Reasonable accommodation will be provided in an effort to advance employment opportunities for individuals with disabilities. Employment at Camp Fire First Texas is on an at-will basis. The employee and the organization are each free to terminate the relationship at any time without cause.*

*Due to the volume of responses, only qualified parties will be contacted. **No phone calls or emails, please.***