



Example of Youth Development Job Description

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Our company is growing rapidly and is searching for experienced candidates for the position of youth development. We appreciate you taking the time to review the list of qualifications and to apply for the position. If you don't fill all of the qualifications, you may still be considered depending on your level of experience.

Responsibilities for youth development

- Strengthen computer skills, writing skills, and oral communication skills
- Assist Supervisor and Lead 4-H Youth Development Educator with development of 4-H Youth Development and STEM educational programs to meet identified needs and diverse interests of participants in an afterschool program
- Assist Supervisor and Lead Agriculture and Food Systems Educator with development of relevant youth educational programs, including Horticulture/Garden-based learning and Food Systems, to meet identified needs and diverse interests of participants
- Assist Supervisor in research, identification and selection of existing resources and activities necessary to implement initiatives and projects
- Solicits funding from state and federal agencies, corporations and foundations in support of the Office of Continuing Professional Education (OCPE) Youth Development Initiatives and collaboratively determines fundraising goals
- Designs overall development strategy, individualized cultivation and solicitation plans for identified major prospects, and short- and long-term programs for donors
- Advises, guides and prepares the senior management team of OCPE for solicitation meetings
- Builds successful relationships with alumni, volunteers, faculty, staff, and students

- Directs OCPE Youth Development Unit

Qualifications for youth development

- Familiarity with curriculum or program development a plus
- Enjoys mission oriented, entrepreneurial organizations
- Student currently enrolled in a 2-year or 4-year program at an Idaho college or university
- Must have the ability to travel to multiple worksites
- MUST be available for Friday programming
- Outgoing and comfortable working with the public (youth and adults) and volunteers