



Child & Youth Program Coordinator C-86

Army National Guard (ARNG) Child & Youth Services (CYS)

To be considered for this position, you must complete the online application process on the company website under the “Careers” tab: <http://www.dystech.com/jobs>. An updated resume is required as part of the application process.

Date Posted:	October 6, 2022
Close Date:	Until filled
Location:	Wellesley, MA 02481
Job Type:	Full-Time/Contract/Non-SCA
Salary:	Commensurate with level of education and years of experience

PROGRAM MISSION:

The mission of Army National Guard (ARNG) Child & Youth Services (CYS) is to promote and sustain the quality of life and resilience of Army National Guard dependent children and youth by providing secure, timely, flexible, high-quality support services and enrichment programs.

JOB OVERVIEW:

Child & Youth Program Coordinators (CYPC) operate as a youth subject matter expert within the state, as it relates to planning and delivering youth programs and providing relevant supports and resources to Army National Guard military youth and families. The CYPC works closely with the Lead Child & Youth Program Coordinator, State Family Program Director (SFPD) and the Program Management Team to ensure youth services being provided meet the needs of the military population(s) being served and align with established national metrics of performance. Additionally, the CYPC actively works with the LCYPC to recruit, train and manage a state-level volunteer team, as well as builds local and state-level partnerships with youth service programs and organizations.

IDEAL CANDIDATE SKILLS:

The ideal candidate for a CYPC position is someone who has significant experience working with youth of all ages – in both formal and informal settings, possesses an awareness of youth development and youth developmental needs, the ability to manage multiple priorities and time-sensitive tasks, and experience with planning and operating both large- and small-scale events. Ideal candidates have experience related to developing and implementing youth curriculum, designing marketing materials and publications, completing program-specific reports, and the ability to successfully convey information in both verbal and written formats. CYPCs must possess a great attention to detail, an ability to analyze program data from multiple sources, and an understanding of, or willingness to learn about, the military and military community.

POSITION REQUIREMENTS:

- Four years of college and relevant work experience in areas related to youth programming and development
- Working knowledge of the Microsoft Office suite, social media platforms and design software/websites
- Ability to successfully pass both state and federal government background checks
- A current and valid driver’s license and U.S. citizenship status
- Ability to support program and position requirements, which may include occasional travel both within the state and nationally, as well as some evenings and weekends

For additional information about the Army National Guard’s Child & Youth Services Program, please visit our national website at: www.arngcys.com. This website provides greater insight into types of programs being conducted, resources available to Service Members and their families, and how our ARNG CYS Team supports military and military-connected youth with various programs and events.