BOYS & GIRLS CLUB
OF LAKE TAHOE

Job Title: Health and First Aid Technician (summer only)
Reports To: Director of Operations and Safety
Position Type: Full Time (summer only)

POSITION DESCRIPTION SUMMARY: Help empower young people to reach their full potential. The Health and First Aid Technician (summer only) addresses any medical issues or injuries as they arise. They help promote prevention of any physical issues or disease, and provide emotional care and support to members in crisis.

KEY SKILLS/KNOWLEDGE REQUIREMENTS:
- Ability to administer first aid at both on and off site programs.
- Ability to work with youth, TK-12th grade, from diverse backgrounds.
- Current EMT, WFR, WFA or similar medical certification (required).
- CPR and AED certification (required).
- Valid California Driver's License (CDL) and clean driving record.
- Mental Health First Aid certification and ability to speak Spanish are a plus.

ESSENTIAL JOB FUNCTIONS:
- Must be able to respond quickly and patiently to emergent and urgent medical situations.
- Responsible for upkeep of first aid supplies, including inventory tracking and ordering.
- Assist in instructing students in health and nutrition education, wellness, and immunization.
- Maintain clinical records and write incident reports.
- Provide mental health and behavioral support to members.
- Maintain positive interactions with youth, staff members, volunteers, parents, school leaders, and other community members.
- Attend mandatory staff meetings and training sessions.
- Meet all organizational requirements established by the Boys & Girls Clubs of America and the Boys & Girls Club of Lake Tahoe.
- Assume and assist with other program and administrative duties as needed.

WORK ENVIRONMENT/PHYSICAL REQUIREMENTS:
- Represent the Club in a professional and positive manner.
- Ability to sit for prolonged periods at work on a computer.
- Ability to bend, twist, reach, stoop, or squat when caring for youth or for retrieval of supplies.
- Ability to lift and carry up to 50 pounds of supplies, equipment, and other items needed for Club-related needs.
- Ability to stand for long periods and walk/run across variable terrain.

BENEFITS: The Boys & Girls Club of Lake Tahoe strives to be a fun and fulfilling place to work. The Club values each employee and is delighted to offer generous benefits to all staff, including paid holidays and sick time, personal time off, a retirement plan, and retention and recruitment bonuses. All staff have access to professional development opportunities, free Club membership for their children, and an ample supply of Club schwag. Full-time staff are eligible for vacation time and a medical benefits package after the first 90 days of employment.

This non-exempt, full-time position. The Health and First Aid Technician works Monday through Friday during Club operating hours at the Angel of Tahoe Building in South Lake Tahoe. Pay ranges from $28-30 an hour, depending on experience.

The information presented indicates the general nature and level of work expected of employees in this classification. It is not designed to contain, nor is it to be interpreted as, a comprehensive inventory of all duties, responsibilities, qualifications and objectives required of an employee assigned to this job. All Club employees may be required to perform duties outside their normal responsibilities from time to time, as needed.

The Boys & Girls Club of Lake Tahoe is an Equal Employment Opportunity employer and does not discriminate on the basis of race, color, religion, national origin, sex (including pregnancy and related conditions, sexual orientation, gender identity, or gender expression), age, disability status, genetic information, military or veteran status, retaliation, or any other characteristic protected by federal, state, or local laws. All job offers are conditional until the completion and passing of a background check.

APPLY: Please submit a resume and cover letter via Indeed or to Molly Coolidge at mcoolidge@bgclt.org.