



POSITION/TITLE:	Group Leader
STATUS:	Part Time
DEPARTMENT:	Education
SUPERVISOR:	After School Program Manager

Brooklyn Children's Museum (BCM)

Brooklyn Children's Museum (BCM) is the world's first children's museum and a pioneer in the field of informal learning. Inspired by the energy and diversity of its borough, BCM's programs and exhibits engage children between the ages of 2 and 10, and their caregivers, through play-based learning at the intersection of culture, the arts, and science. The Museum serves 300,000 visitors annually and operates in 130,000 square feet of indoor and outdoor space. Learn more about BCM's Theory of Change, Diversity, Equity & Inclusion Plan, exhibits and programs at www.brooklynkids.org.

Position Title: After School Group Leader

Position Overview

Brooklyn Children's Museum is seeking energetic, dependable, and caring Group Leaders to support its After School Programs at PS316, PS191, and 705 in Brooklyn. The Group Leader plays an essential role in creating a safe, welcoming, and engaging environment where students can learn, build relationships, and develop confidence.

The Group Leader is responsible for supporting the Lead Educator and supervising an assigned group of elementary-aged students, facilitating activities, supporting enrichment programming, and promoting positive youth development.

The ideal candidate enjoys working with children, demonstrates patience and creativity, and is committed to helping students develop academically, socially, and emotionally through meaningful after school experiences.

Key Responsibilities

Student Supervision, Safety, and Engagement

- Supervise an assigned group of approximately 20 students in grades K–5 while maintaining a safe, structured, inclusive, and supportive environment.
- Monitor students during all program activities, transitions, meals/snacks, outdoor activities, field trips, and special events while following safety procedures and program expectations.
- Build positive relationships with students by serving as a mentor and role model while encouraging teamwork, confidence, respect, and positive peer interactions.
- Support students' academic, social, and emotional development through meaningful engagement and encouragement.

Program Activities & Curriculum Support

- Assist Lead Educators and program specialists with implementing enrichment activities, homework support, creative projects, recreational activities, and educational programming.
- Lead age-appropriate games and group activities that promote creativity, collaboration, skill-building, and student engagement.
- Prepare materials, maintain organized program spaces, and adapt activities to meet the diverse needs, interests, and abilities of students.

Behavior Support & Positive Learning Environment

- Establish and reinforce clear behavioral expectations while using positive strategies to promote cooperation, problem-solving, and respectful communication.
- Address student concerns appropriately and communicate challenges with program leadership.
- Foster an inclusive environment where all students feel valued, supported, and respected.

Field Trips, Special Events & Team Collaboration

- Supervise students during off-site trips to cultural institutions, recreational activities, and community events.
- Ensure students follow safety expectations and demonstrate appropriate behavior while representing the program.
- Participate in special events, culminating activities, and family engagement opportunities as needed.

Team Collaboration & Program Support

- Supervise students during off-site trips, cultural experiences, recreational activities, and special events while ensuring safety and appropriate behavior.
- Collaborate with Lead Educators and program leadership to support program goals.
- Participate in staff meetings, trainings, family engagement activities, and program operations including setup, cleanup, organization, and other duties as assigned.
- Maintain accurate attendance records and complete required documentation, including behavior or incident reports when necessary.

Schedule

- **School Year:** Monday–Friday, 2:00 PM – 6:00 PM
- **Summer Program:** July through mid-August with extended daily hours
- Additional time required for trainings, meetings, and program preparation

Preferred Qualifications

- High school diploma or equivalent required
 - Previous experience working with children ages 5–12 in a structured setting (school, camp, childcare, or similar)
 - Experience supporting groups of elementary-aged students
 - Ability to create positive relationships with students and families
 - Demonstrated patience, creativity, and flexibility when working with children
 - Ability to work effectively as part of a team
 - Bilingual skills are a plus
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Compensation

- \$19–\$21 per hour, based on experience and demonstrated skills
 - Paid bi-weekly
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How to Apply

Please submit a cover letter and resume combined into one PDF to careers@brooklynkids.org. Include “[Your Last Name] – Group Leader [School Preference]” in the subject line. For example: “Smith - Group Leader 316”. Applications are reviewed on a rolling basis. Only selected candidates will be contacted. No telephone calls for position inquiries, please.

Equal Opportunity Employer

Brooklyn Children’s Museum is an equal opportunity employer. We value a diverse workforce and an inclusive culture. BCM encourages applications from all qualified individuals without regard to race, color, religion, gender, sexual orientation, gender identity or expression, age, national origin, marital status, disability, and veteran status.