



Position Title: Youth Program Support Specialist- San Luis Valley

Reports to: Youth Program Manager and Youth Program Coordinator

Salary: Hourly rate \$19.56 – \$23.56 commensurate with experience within the stated range; sick time accrued per hours worked; no additional benefits.

Schedule: Part-time, flexible schedule averaging 8-25 hours/week through May 30, 2025, with the potential for renewal.

Alpine Achievers Initiative (AAI) inspires, connects, supports, and nurtures youth, families, and communities in rural Colorado. The Valley to Valley (V2V) Homeschool Program provides meaningful social and extracurricular opportunities for homeschool students across the San Luis Valley through partnerships with local districts.

Position Summary: The Youth Program Support Specialist will assist in the delivery of high-quality youth programming under the guidance of the Youth Program Manager and Coordinator. This role includes supporting weekly activities, occasional field trips, and providing reliable communication with program participants and families. This role is an opportunity to make a meaningful impact on homeschool students by providing enriching and engaging programs in a supportive community setting. The role is designed to accommodate flexible scheduling, with essential programming needs on Tuesdays.

Key Roles and Responsibilities:

- Collaborate with the Youth Program Manager and Coordinator to deliver youth programming.
- Act as a secondary point of contact for families, maintaining consistent communication.
- Address behavioral concerns in partnership with the program leadership.
- Assist in managing transportation needs, including driving youth in AAI vehicles when necessary.
- Support planning and preparation for weekly activities and events.

Desired Knowledge and Skills:

- Experience working with youth in educational or extracurricular settings.
- Familiarity with homeschool communities or mixed-age programming.
- Strong communication, organization, and conflict resolution skills.
- Comfort leading discussions, setting boundaries, and managing group dynamics.
- Positive and engaging demeanor focused on youth development.

Additional Qualifications:

- Must live within the San Luis Valley or a nearby area.
- Valid driver's license and ability to pass criminal and motor vehicle background checks.
- Ability to work independently and collaboratively in a team setting.

Schedule Details:

The Youth Program Support Specialist has a flexible part-time schedule with the following priorities and options:



- **Monday (can be remote):** 10:30 AM – 12:00 PM (highly valuable for planning and preparation to set up the week for success)
- **Tuesday (Alamosa):** 9:00 AM – 4:00 PM (required programming)
- **Friday (Crestone):** 8:30 AM – 4:30 PM (preferred but negotiable, depending on availability)

This position is ideal for individuals seeking flexible scheduling or supplemental work, with the option to add additional hours as follows:

- **Wednesday (Alamosa):** 9:00 AM – 4:00 PM (available for substitute needs)
- **Thursday (Manassa):** 8:30 AM – 4:30 PM (available for substitute needs)

Priority Hiring Needs:

Candidates must be available for Tuesday (on-site in Alamosa). Monday availability is highly preferred, as it supports team planning and preparation. Preferred candidates can also work Friday (on-site in Crestone) and have flexibility to support as needed on Wednesday and Thursdays. For candidates seeking additional hours, we are open to including Wednesday and/or Thursday if it aligns with their availability and interests.

Physical Requirements:

- Ability to lift up to 40 lbs.
- Frequent walking and standing.
- Occasional driving for extended periods.

Program Information:

The Valley to Valley (V2V) Homeschool Program serves approximately 80 homeschool students in the San Luis Valley. Through partnerships with the Mountain Valley School District and local organizations, the program offers a diverse range of weekly activities and field trips designed to inspire creativity, build skills, and foster a sense of community.

Students participate in a variety of series, including American Sign Language (ASL), S.T.E.A.M. challenges, performing arts, historical European martial arts, and hands-on workshops like woodburning and cooking. Field trips complement the programming, offering experiences such as skiing lessons at Wolf Creek, tubing at Monarch Mountain, and farm visits.

Family events, such as the annual camping trip and end-of-year celebration, encourage bonding and reflection, creating lasting memories for participants. With a focus on youth development and community engagement, V2V provides a dynamic, supportive environment where students can explore, grow, and connect.

To Apply:

Send your resume and cover letter to sara@alpineachievers.org. Applications will be reviewed on a rolling basis until the position is filled. We welcome applicants from diverse backgrounds and experiences to bring unique perspectives to our team.