

# *Position Announcement*

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**TITLE OF POSITION:** Youth Development Assistant

**LOCATION OF POSITION:** Indianapolis, IN

**DATE POSITION ANNOUNCED:** August 16, 2019

**SUMMARY OF POSITION:** The National Institute for Fitness and Sport (NIFS) is looking for an energetic, creative, highly motivated person to fill this part-time position in our Center for Youth Development. This person is responsible for assisting with all aspects of pre-school through high school field trip programs including special events, volunteer management, and equipment maintenance. We desire to inspire and instruct students to stay fit, to challenge themselves to meet goals, and to begin a lifelong commitment to good health and fitness. The majority of the weekly hours are between 9am-2 pm.

**REQUIREMENTS:**

- Bachelor's or Master's degree in education with an emphasis in health and physical education
- Experience teaching children with fun, educational and engaging activities
- Effective written and verbal communication, interpersonal, conflict resolution, organizational and planning skills necessary
- Grant writing experience a plus
- Self-motivated and interested in growing this exciting program
- Video computer skills and Indiana State curriculum knowledge helpful

**RESPONSIBILITIES:** Assist with development and implementation of all Youth Development programming. Specifically:

- Delivering educational presentations to groups of up to 120 students, supervising student and adult volunteers, and interacting with visiting teachers and chaperones
- Progressive PE curriculum development and lesson planning for elementary and high school students

**STATUS:** OPEN

**FOR MORE INFORMATION ON THIS POSITION:**

**Send resume and cover letter to:**

Andie Wuertz, Youth Development Coordinator

**Email:**

awuertz@nifs.org

**Mail:**

National Institute for Fitness and Sport  
Attn: Andie Wuertz  
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