

Job Title: Activity Coordinator
Status: Part-time/Non-exempt
Reports to: Peggy Brown and Zoe Broughton
Department: Discovery Club
Daily Per Diem: \$125
Locations: Boulder, Highlands Ranch, Northglenn, & Lakewood
Saturday availability required (9:00 AM – 3:00 PM) – Starts in October

General Purpose:

For more than 100 years, Easterseals Colorado, a non-profit, has served as an indispensable resource for individuals with disabilities, veterans, seniors, and their families.

Position Overview

Are you passionate about making a difference in the lives of children and families? We are looking for a caring, enthusiastic, and dependable Part-Time Activity Coordinator to join our team and help create meaningful experiences for children participating in our Discovery Club respite program on Saturdays.

In this role, you will plan and lead engaging activities that foster fun, friendship, confidence, and personal growth in a safe and supportive environment. You'll work alongside a dedicated team that is committed to helping participants reach their goals while providing valuable respite and support to their caregivers. At the heart of everything we do is a belief in person-centered care, inclusion, and empowerment. We strive to help every participant build skills, gain independence, and experience a higher quality of life. If you're looking for an opportunity to positively impact your community while being part of a mission-driven organization, we'd love to hear from you.

If you love creating fun, engaging experiences for children and teens, this could be the perfect fit! Activity Coordinators help plan and facilitate activities for participants ages 5 to 18 while helping to create a safe, inclusive, and exciting environment. You'll also support our nurses and student nurses as they provide care during programming.

For current full-time employees, participation in this role may require adjustments to the employee's regular work schedule, as the position is not intended to create overtime.

Benefits Offered:

This part-time position does not qualify for healthcare benefits; however, it would be eligible for coverage under workman's compensation and, after 1000 hours and 12 months, would be eligible to participate in the company's 401 (k) plan. Employee assistance program, flexible schedule, and a team-oriented work environment with strong support from clinical director and other disciplines.

Physical requirements of this position:

Medium work. Exerting up to 50 lbs. of force pushing wheelchair and/or loading and unloading vehicle. Frequent bending, squatting, and sitting on the floor or in small chairs. Exposure to sensory-rich therapy environments including swings, music, and other therapy equipment such as play doh, foam, etc.

Work Location: In person