



OPEN POSITION ANNOUNCEMENT

Position: **Site Coordinator (Levels I, II, & III)**
School Year Position (end of August – early June)

Locations: Various School Age Sites
Located throughout Metro Milwaukee and surrounding areas

Reports to: Program Director – School Age/Day Camp
And/or School Age Program Manager

Starting Hourly Wage Range: **\$8.20 – \$12.95 per hour** based on education and experience.

Major Responsibilities:

Site Coordinators deliver and ensure program member satisfaction through the planning, implementation, and daily supervision of before and/or after school activities. Additionally, program outcomes are achieved by directing all aspects of the program curriculum. Each participant's safety and enjoyment are attained in child development by promoting and role modeling a healthy environment. Enhance the member experience by adhering to state licensing regulations.

Skills and Qualifications:

- Required:
 - At least 18 years of age with documentation of high school diploma/equivalent.
 - Certification in American Red Cross CPR for the Professional Rescuer and First Aid.
 - Minimum of 80 days experience working with children is required.
 - Familiar with state licensing guidelines and requirements.
 - At least 80 hours of Early Childhood classes with documentation **OR**
 - Completed at least 3 credits in elementary education or child guidance or child development.
- Will exhibit core values of caring, honesty, respect and responsibility in all aspects of their work with the YMCA.
- Teachers will be placed on a career ladder and pay based on the level of documented education and experience.
 - Site Coordinator I: 80 hours Early Childhood Education or CDA
 - Site Coordinator II: Associate Degree in Early Childhood or 2 years in a related field with 3 credits in Early Childhood Education
 - Site Coordinator III: Bachelors Degree in Early Childhood or related field with 3 age appropriate credits.

Deadline: **Ongoing throughout School Year**

Apply Online: <https://ymcamke.org>



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WORKFORCE**