



FOR YOUTH DEVELOPMENT
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

OPEN POSITION ANNOUNCEMENT

Do you want to work in the education field? Do you want to make a difference in the lives of children? Do you want to work for a cause driven organization that is committed to making the community a better place? If your answer is yes, then we have opportunities for you!

Now Hiring: Full-Time **Licensed Program Coordinator** Before/After School Care Program and Day Camp (FT)

Wage:

Starts at \$11.00 (based on meeting minimum education requirement and experience)
Range increases in correlation to education and experience

Location:

Hamilton, Sussex, Menomonee Falls, Hales Corners, Milwaukee

Flexible Schedules:

Monday-Friday, between 6:30 AM and 6:30 PM depending on region requirements

Responsibilities:

- Assist the director in the overall development of the School Age Education and Day Camp Programs
- Ensure that the care of the participants is a key priority through direct supervision of the School Age and Day Camp Programs; be in ratio as needed
- Supervise and support staff in the absence of the Direct; monitor staff and child files for region
- Demonstrate a positive and caring attitude with children, staff, parents, and community members
- Understand and follow all state DCF Child Care and Day Camp licensing standards, Youngstar, and YMCA policies/manuals
- Attend and assist in planning and leading staff meetings, training sessions, other required meetings and evaluation of staff members

Qualifications:

- At least 21 years of age with documentation of high school diploma/equivalent
- 1 year of supervisory or administrative experience in an organized children's program
- Preferred candidate: bachelor's degree in education, outdoor education, recreation, social work, or child development, or other related field **OR** minimum of 80 hours of Early Childhood classes with documentation or completed at least 6 credits in elementary education, child guidance or child development
- Willing to obtain and maintain or currently possess: CPR PRO/First Aid/ Shaken Baby Certifications
- Must have a current driver license, automobile insurance and reliable transportation

Benefits:

Excellent benefits include health/dental/life insurance, 12% fully paid retirement plan, free membership and discounted YMCA child care and other programs. The incumbent will exhibit the core values of caring, honesty, respect, and responsibility in all aspects of their work with the YMCA

Deadline: December 19, 2016

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

The Y is the nation's leading nonprofit committed to strengthening communities through youth development, healthy living and social responsibility

**Equal Opportunity Employer
THE YMCA WELCOMES A
DIVERSE WORKFORCE**