



FOR YOUTH DEVELOPMENT®  
FOR HEALTHY LIVING  
FOR SOCIAL RESPONSIBILITY

## OPEN POSITION ANNOUNCEMENT

**Join the Y and help us to Transform Lives!**

Our mission and core values are brought to life by our culture. It's who we are, who we aspire to be and how we show up every day. **We are cause-driven.** We don't just show up, we show up with purpose. **We are welcoming:** we are open to all. We are a place where you can belong and become. **We are genuine:** we value you and embrace your individuality. **We are hopeful:** we believe in you and your potential to become a catalyst in the world. **We are nurturing:** we support you in your journey to develop your full potential. **We are determined:** above all else, we are on a relentless quest to make our community stronger beginning with you.

**Now Hiring:**

### ***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

**Hours:**

Monday-Friday, between 6:30 AM and 6:15 PM depending on region requirements

**Location(s):**

Greater Milwaukee Area

**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 (Registry Level meets job requirement)
- 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
- Bilingual-Spanish preferred

**Benefits:**

- 12% Fully Paid Retirement Plan (following 2 year vesting period)
- 403b Retirement Savings Plan
- Comprehensive Health/Dental/Life Insurance
- Supplemental Insurance Options
- Free Individual Membership or Household Membership to all YMCA Locations
- Discounted YMCA Programs
- Discounted YMCA Child Care
- Discounted YMCA Camp

**Deadline:**

**August 3, 2018**

**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**