

EMPLOYMENT OPPORTUNITY



School-Age and Camp Coordinator (Licking Heights)

Imagine going to work knowing that what you do each day positively influences the lives of the people in your community. Working at the Licking County Family YMCA, you'll discover more than a job—you will have an opportunity to make a lasting difference in the Licking County community.

The **School-Age and Camp Coordinator** is responsible for the development, coordination, planning, administration, supervision and delivery of a high quality Before/After School and Camp programs that are fully integrated into the LCFYMCA's mission, and strategic and operating plans. Provides a quality experience to children and parents that focus on the YMCA core values of honesty, respect, responsibility, and caring.

Requirements:

- Must be at least 25 years of age due to ACA accreditation, Bachelor's degree in education or related field and 3 years' experience managing child care program, or equivalent combination of education and experience.
- Maintain staff/child ratio as set up by the Director of Child Development and the State of Ohio Licensing Regulations.
- Hire, train, develop, supervise, and schedule Before/After School and Camp personnel. Review and evaluate staff performance. Develop strategies to motivate staff and achieve goals. Ensure staff members are current on their credentialing/training requirements.
- Assist in the development, management and control of budgets related to the position. Ensure programs operate within budget and program fees are collected.
- CPR, First Aid, AED certifications, Child Abuse prevention and Management of Communicable Disease training.
- Strong communication skills (verbal, written and interpersonal).

Submit completed application or resume to the Licking County Family YMCA Human Resources Department, 470 West Church Street, Newark, Ohio 43055 or michele.daugherty@lcfymca.org. Applications can be obtained in person during normal business hours or printed from www.lcfymca.org. For questions, please contact Michele Daugherty at 740.345.9622.