

YMCA Afterschool Site Director-

part-time
non-profit organization

The Concord Family YMCA School Age Child Care Program has an opening for a Site Director at one of our Concord, NH sites for the 2015-2016 school year. This position offers an ideal part-time schedule for students (especially those studying education or recreation) with the hours of Monday thru Friday 2:00pm - 6:00pm.

Site Directors are responsible for operating the School Age Child Care Program at their assigned site. Responsibilities include, but are not limited to, handling daily operations which meet YMCA quality and standards, ensuring the safety of the children, distributing a healthy snack, providing at least 30 minutes per day of physical activity, implementing the selected curriculum, supervising staff and volunteers, organizing special events, developing relationships with families, and interacting regularly with host site school administration. Additionally, Site Director are responsible for properly maintaining attendance records, staff records, following procedures related to incident reporting, and filing accident reports.

Site Directors should be prepared to coach and lead their Group Leader and/or Program Assistant as they work together to provide a fun, safe and nourishing environment for school age children.

Must have ONE of the following qualifications:

*BS/BA or Associates Degree in Elementary or Early Childhood Education or Recreation

*At least 1,000 hours of child care experience plus 12 credits in education, early childhood education, human growth and development, or recreation OR are a Certified Recreation Director

*At least 2,000 hours of child care experience plus enrollment in the above coursework.

*Current certification as an Educator by the NH Department of Education

Interested applicants should forward their resumes to sschack@concordymca.org