

YWCA IS ON A MISSION

JOB TITLE: School-aged Childcare Coordinator

SUPERVISOR: Director of Youth Services

FLSA STATUS: Full Time Exempt

HOURS: Monday –Friday 10am-6pm (hours can vary and do include occasional evenings)

Job Description

School-aged Childcare Coordinator

Do you have proven experience working in a fast paced childcare environment focused on developing youth and fostering strong relationships? Are you empowered to build relationships with the community and leverage those relationships to improve quality and enhance resources? If you have experience in licensed childcare and a passion for the power of quality childcare in the lives of children and families, this may be the job for you!

As the School-aged Childcare Coordinator you will help to ensure the YWCA of the remains a leading provider of quality licensed childcare through program management, strong supervision and team building, and utilizing your in-depth knowledge of elementary education as implemented in a recreational setting. This position is based in the FT Elementary Bresnahan School conveniently located in Newburyport, MA just off of route 95 with a current licensed capacity reaching over 100 children. During a regular day, you will ensure licensing compliance, guide appropriate curriculum, support positive behavior management and lead and inspire a team of after school leaders to provide high quality after school and vacation care. During the summer you'll manage and support our EPIC Summer Camp and have time to prepare for the following school year. Working as part of our growing team, you'll have the opportunity to collaborate and build new programs.

To thrive in this role you have proven leadership skills, at least three years experience in licensed childcare and you understand the nature of managing a licensed program. You have a way with people and are able to build authentic and professional relationships with parents and community members to help ensure clear communication and leverage resources. You have a passion for youth and the desire to see each individual child and staff member succeed. You have a strong understanding of classroom management techniques, and inclusive and flexible approach to education, and the ability to coach, model and mentor.

Employer Description

For over 125 years, the YWCA Greater Newburyport has been transforming the lives of women and their families in the greater Newburyport community. Our programs promote wellness, support families, develop leaders and advocate for equality and social justice. Our services include affordable housing, childcare, youth programs, health and fitness programs, adult education and career enhancement, girl's leadership programs, and teen racial justice groups. We have strong collaborative relationships with individuals and groups in the community that

enhance our ability to create, promote and implement our services. To find out more about our history as well as current program offerings, visit our web site at www.ywcanewburyport.org.

The YWCA Greater Newburyport is dedicated to eliminating racism, empowering women and promoting peace, justice, freedom, and dignity for all. In alignment with that mission, the YWCA's youth programs give parents the freedom to pursue their professional goals by providing safe, affordable, quality programs for children. In our programs, children have the opportunity to explore, discover and expand their cognitive and social skills in a caring, supportive environment. Our curriculum is threaded with experiences that help children develop an appreciation for diversity, a sense of their leadership potential and a positive feeling of their value in our community.

Equal Opportunity Employer

The YWCA is committed to a policy of nondiscrimination and equal opportunity for all employees and qualified applicants without regard to race, color, religious creed, protected genetic information, national origin, ancestry, sex, sexual orientation, gender identity, age, disability, or veteran's status.

Job Requirements

- Education or Experience in Elementary Education, Special Education, Non-profit Management, Recreation, or related field
- Must be Department of Early Education & Care Site Coordinator qualified
- At least 3 years of relevant experience preferred
- Citizenship, residency or work visa required

Contact Information

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