



**Wisconsin Youth Company  
Elver Park Neighborhood Center  
Job Announcement**

If you have a passion for families and community, enjoy working with children and cultivating positive childhood experiences, we're looking for you! Elver Park Neighborhood Center operated by Wisconsin Youth Company (WYC) has an opening for a youth development specialist to join its neighborhood team. Become a part of a valuable team serving children and families by providing a high-quality and safe place for children to play and learn in the Elver Park area.

**Youth Development Specialist, K-5 program** – year-round position, non-exempt

\$12.85 per hour in accordance with the City of Madison living wage

35 hours per week, Monday through Friday – generally 10:30 a.m.-6 p.m. with some evening and weekend events. Hours vary on non-school and early release days.

**Position Summary:** the youth development specialist (YDS) is responsible for planning and implementing various explorative learning activities and providing direct supervision to children in accordance to policies and procedures set forth by WYC, applicable Wisconsin licensing regulations and YoungStar. This person will work closely with school contacts and outside organizations to provide students with consistent care, and visit students' classrooms once a week for tutoring and reading. In addition, this position includes some administrative tasks such as attendance and record keeping, grant tracking, and responding to incoming phone calls and emails which support center operations. The YDS must communicate effectively and provide active outreach to community partners, families and Wisconsin Youth Company staff.

**Qualifications/Skills:**

- 18 years of age, based on Wisconsin State Licensing requirement
- High school diploma or equivalent
- 240 hours working with children in the 5-12 age range with a licensed child care provider OR
- Educational setting OR 2 years' experience working with elementary students directly
- Course work in Early Childhood Education I and II or school age equivalent OR
- Child development, elementary education, physical education and other child-related field
- Direct experience working with diverse populations of school age children from low-income families is preferred
- Registry level 7 or above preferred

**Employment Benefits:** Elver Park Neighborhood Center operated by WYC offers comprehensive benefit packages.

*\*Complete Benefit Summary available upon request*

**How to Apply:** send cover letter and resume to [hiringcommittee@wisconsinyouthcompany.org](mailto:hiringcommittee@wisconsinyouthcompany.org)

**Equal Employment Opportunity and Affirmative Action Employer**