



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 (EPNC), operated by Wisconsin Youth Company (WYC), has an opening for an elementary lead to join its neighborhood center 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.

Position Summary: the primary focus of the Elver Park Neighborhood Center is to serve children and families in the Elver Park area. The elementary lead is primarily responsible for planning and implementing various explorative learning activities and providing direct supervision to children. The elementary lead works closely with school contacts and outside organizations to provide our students with consistent care and visits our student's classrooms once a week for tutoring and reading to students. 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 elementary lead is part of the neighborhood center team that works closely together to support our families that may include planning community events and programs. The elementary lead must communicate effectively and provide active outreach to community partners, families and Wisconsin Youth Company staff.

Qualifications:

- Must be at least 21 years of age in accordance with Wisconsin state licensing requirement
- High school diploma or GED and two 40-hour courses in child care, or two years post-high school education with at least three credits in child-related course work, (i.e. child development, childcare, elementary education, recreation for children)
- Preference is given to candidates who are a registry level 7 or above
- Candidates should have at least 240 hours working with groups of children ages 5-12 with a licensed child care provider or educational setting or two years' experience working with elementary students directly
- Direct experience working with diverse populations of school-age children from variety of socio-economic background
- Experience with behavior management and conflict resolution with youth

EPNC Elementary Lead

Job Status: full time, 35 hours per week

FSLA Status: non-exempt

Reports to: EPNC Program Coordinator

Work Schedule: Monday-Friday generally 10:30 a.m.-6 p.m. Hours will vary on non-school, early release days, as well as evening or weekend events.

Compensation and Benefits: starting wage is \$13-13.75 per hour

How to Apply: email your letter of interest and resume to hiringcommittee@wisconsinyouthcompany.org. We will accept applications until the position has been filled.

Equal Employment Opportunity and Affirmative Action Employer