



AFTER SCHOOL SITE SUPERVISOR JOB ANNOUNCEMENT WISCONSIN YOUTH COMPANY

Are you looking for a meaningful career working with children? Do you enjoy daily variety and working with an energetic and passionate team? **Wisconsin Youth Company has an opening for the site supervisor position in our high-quality before and after school programs.** We are looking for responsible individuals who work well with children and their families by providing a welcoming, safe place for children to play and learn during non-school hours.

Position Summary: The site supervisor is responsible for daily operations of their assigned program. Responsibilities include lesson planning for children in grades 4K-5, managing a staff team, purchasing program materials, managing a monthly budget, and ensuring program quality. The site supervisor is responsible for fostering positive relationships with children, families and school personnel.

Qualifications/Skills:

- Must be 21 years of age
- Responsibly and safely manage a large group of children
- Cultivate and maintain positive relationships with children, families, school personnel, and others
- Excellent verbal, written and interpersonal communication skills
- Experience supervising other staff preferred
- Course work in Early Childhood Education I and II or school age equivalent or child development, elementary education, physical education, or other child-related field preferred
- Experience with DCF state licensing and YoungStar preferred

Employment Benefits: We offer competitive wages and a comprehensive benefits package for full-time employees including

- Sick/personal leave and paid holidays
- Health and dental insurance
- Fitness membership reimbursement
- Paid training and certifications
- Professional development and opportunities for growth
- Merit raises based on performance evaluations
- Retirement plan
- Short and long-term disability insurance
- Life insurance
- Mileage reimbursement
- Enrollment in After School programs at a discounted rate, first child is no charge

**Complete Benefit Summary available upon request*

Site Supervisor: School year hourly position, starting at \$14.50 per hour, non-exempt
35-40 hours per week, Monday through Friday
Reports to assigned program director

How to Apply: Apply online at wisconsinyouthcompany.org/employment or send cover letter and resume to hiringcommittee@wisconsinyouthcompany.org.

Equal Employment Opportunity and Affirmative Action Employer

Program Locations in Waukesha County: Merton Community School District

Program Hours:

Before School 6:30-8:50 a.m.

After School 3:50-6 p.m.

Occasionally, the site supervisor is also responsible for assisting in 4K wrap programs that occur during normal school hours.