



## 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 multiple openings 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 K-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, staff teams 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 \$15 per hour, non-exempt  
35-40 hours per week, Monday through Friday  
Reports to assigned program manager

**How to Apply:** Apply online at [wisconsinyouthcompany.org/staff/work-with-us/](http://wisconsinyouthcompany.org/staff/work-with-us/) or send cover letter and resume to [hiringcommittee@wisconsinyouthcompany.org](mailto:hiringcommittee@wisconsinyouthcompany.org). Application deadline is Monday, August 3, 2020.

## Equal Employment Opportunity and Affirmative Action Employer

**Program Locations in Dane County:** Madison Metropolitan School District, Waunakee Community School District, Middleton Cross-Plains Area School District

### Program Hours:

#### After School

Madison Schools ( <i>Early Start</i> )	<b>1:15-5:45 p.m.</b>   Monday	<b>2:47-5:45 p.m.</b>   Tuesday-Friday
Madison Schools ( <i>Late Start</i> )	<b>2:05-5:45 p.m.</b>   Monday	<b>3:37-5:45 p.m.</b>   Tuesday-Friday
Middleton	<b>2:40-5:45 p.m.</b>   Monday-Friday	
Waunakee	<b>2:40-5:45 p.m.</b>   Monday-Friday	

#### Before School

Madison Schools ( <i>Van Hise Elementary Only</i> )	<b>7-8:40 a.m.</b>   Monday-Friday
---	------------------------------------