



**TEEN AFTER SCHOOL SITE SUPERVISOR
ELVER PARK NEIGHBORHOOD CENTER
WISCONSIN YOUTH COMPANY**

Why work for Elver Park Neighborhood Center?

- Elver Park Neighborhood Center values its staff! We provide competitive pay, a variety of benefits, and know the importance of work-life balance.
- We offer a dynamic environment and culture that is safe, friendly, inclusive, and collaborative.
- The teen site supervisor position is the perfect full-time job that offers a mix of opportunities to engage with children and families and other community driven initiatives.
- Elver Park Neighborhood Center is a community staple, offering community and family-based resources, services, events and youth programs.

Apply online today at wisconsinyouthcompany.org/staff/work-with-us/ or send cover letter and resume to hiringcommittee@wisconsinyouthcompany.org

Employment Benefits Include, but are not Limited to:

- Sick/personal leave
- 9 paid holidays each school year
- 6 paid non-school days
- Health Insurance
- Dental and vision Insurance
- Retirement plan with employer contribution
- Madison Metro bus pass
- Student loan paydown and college save up plans
- Fitness membership reimbursement
- Childcare benefit: Enrollment in After School at a discounted rate, first child no charge
- Paid training, professional development, and certifications. Opportunities for growth.
- Short- and long-term disability insurance, life insurance
- Mileage reimbursement

Hours & Pay:

This is a school year position with the option to join our summer team

Up to \$23 per hour, pay is based on education and experience

40 hours per week, Monday-Friday | Additional evening and weekend events as scheduled.

Position Summary: The site supervisor is responsible for the daily operations of the middle school after school program. Responsibilities include lesson planning for children in grades 6-8, managing a staff team, purchasing program materials, managing a monthly budget, and ensuring program quality standards are met. The site supervisor will also assist in daily neighborhood center operations, assisting community members who use services in the building and supporting community-event initiatives.

The Ideal Candidate:

- Must be 21 years old
- Has a bachelor's degree in education or related field and/or two-years of prior related experienced and supervisory experience
- Must be able to responsibly and safely manage a large group of middle school youth
- Is organized and has leadership abilities

Equal Employment Opportunity and Affirmative Action Employer