



YMCA

We build strong kids,
strong families, strong communities.

Site Manager Posting

Needed: Very motivated, organized individual who would love to work with Adolescents as a YMCA After School Site Manager for Mount Ogden Jr. High in Ogden

After School Description:

Located in the Ogden City School District, the YMCA after school program engages a diverse population of students in grades 7-9th, in a wide range of academic, social and physical enriching activities that focus on the YMCA core values of caring, honesty, respect and responsibility. Daily activities include homework, outside/physical activity time, snack time, and activity/club time. Club topics include sports, games, computers, healthy education, literature, math, multicultural awareness, arts and crafts, cooking and much more. Students are able to interact with positive role models through dedicated staff members that truly take an interest in them and their development.

General Job Description:

YMCA of Greater Salt Lake is looking for candidates with an ability to build a cohesive afterschool team and program to benefit Jr. High age students in the Ogden area. YMCA after School Site Managers have the significant responsibility of developing a positive, welcoming and nurturing atmosphere to ensure that student participants are safe, secure, having fun and developing skills that will help them become successful adults and citizens. The general responsibilities include but are not limited to the following:

- Lead activities for Jr. High age students that attend YMCA afterschool programs in the Ogden area. Activities are aimed at increasing student's academic, social, physical, emotional and spiritual wellbeing.
- Supervise several program leaders.
- Create/organize and supervise club activities, field trips and tutoring/homework.
- Responsible to maintain appropriate students and family records (attendance, incident logs, behavior reports, progress reports, etc.).
- Provide a positive role model for students.
- Build relationships with school personnel and community partners.
- Interact and inform parents of students' progress and community resources.

Qualifications:

High School Diploma required, BS or BA degree preferred. Previous experience in child-care, youth development and /or recreation. Very organized and reliable. Demonstrated success in an independent work environment. Spanish speaking a plus!

Starts: August 16, 2010 (week of August 16th will require attending 30+ hours of training)

Regular schedule: 19.5 Hours a week, After school, 4 days a Week 2:30-5:30 plus meetings and in office paperwork

Pay rate: \$12 an hour