



**FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY**

Job Title: Forever Fit Child Care Staff

Reports to: Youth & Family Director

Part-Time Hourly/Seasonal \$10/hour

Posting Date: November 6, 2018 Start Date: January 7 2019

Location: Calvary Community Church, State Rd 50 & Harris Road, Lake Geneva, WI 53147

POSITION SUMMARY

Under the direction of the Youth & Family Director, the Child Care Staff are responsible for providing safe and nurturing childcare for all children entering Calvary's Forever Fit Care in harmony with the mission statement and policies of the Geneva Lakes Family YMCA.

ESSENTIAL FUNCTIONS

- Supervise children 6 weeks - 5 years of age.
- Represent the program by handling communications with parents and Forever Fit Staff.
- Identify individual needs of children and provide care accordingly.
- Encourage and involve children in appropriate group and/or individual play.
- Model and explain appropriate behavior. Address and redirect inappropriate behavior of children.
- Maintain participant attendance, emergency records and other documentation as assigned.
- Ensure safety and cleanliness of equipment and facilities.
- Develop positive relationships with parents and participants providing motivational support and guidance.
- At the discretion of the Youth & Family Director, attend staff meetings, workshops and seminars to increase knowledge and skills.
- Follow all YMCA policies, rules, regulations and procedures, including emergency and safety procedures. Complete incident and accident reports as necessary.
- Exemplify the YMCA core values of caring, honesty, respect and responsibility in all aspects of job performance and in relationships with others.

QUALIFICATIONS

- Minimum age of 18 years old
- Must clear a background/criminal history check
- Upon hire, completion of YMCA provided CPR and First Aid certifications
- Must complete YMCA New Employee Orientation and Child Abuse Prevention Videos
- Desire and ability to work with children of all ages
- Must have excellent communication skills

CONTACT

Applications are available online at GenevaLakesYMCA.org or at the YMCA front desk. Submit applications and/or questions to Jami Golz, Youth & Family Director, at jami.golz@glymca.org, 262.248.6211 X26.