

JOB POSTING

Parks & Recreation Department



TOWN OF
Ogden
COUNTY OF MONROE
STATE OF NEW YORK

Title: Before/After School Leader

Starting Salary: \$11.80 starting

Posted: 7/23/2019

Deadline: until filled

The Town of Ogden seeks a qualified candidate for a Before and After School Leader opening. This is a part-time position/ Monday-Friday during the school year. Schedule may take place between 6:15am - 9:00am and 3:15pm – 6:00pm, with an average of 20-25 hours/week.

Description of Duties:

The Before/After School Leader is responsible for supervising and organizing the Before and After School Program. Major emphasis is on program excellence and developing quality care of the highest standard. The incumbent will supervise any staff and volunteers that are assigned to them, maintain a safe environment for all participants, and communicate with parents/guardians regularly.

Desired Qualifications:

- (A) Associate's degree in child development, elementary education, physical education, recreation or a related field AND at least two years' experience working with children under the age of 13 years, OR
- (B) NYS Children's Program Administrator credential or School Age Child Care Credential AND two (2) years' experience working with children under the age of 13 years, OR
- (C) Two years of college with 18 credits in the above listed areas of concentration AND two (2) years' experience with children under the age of 13 years, OR
- (D) An equivalent combination of training and experience as defined by the limits of (A), (B), or (C) above.

*Must have strong interpersonal and organizational skills; excellent written and oral communication skills; possess knowledge of various resources for programming; maintain required certifications and training as needed.

Applications are available from the Receptionist at Ogden Community Center, 269 Ogden Center Rd., Spencerport or online at www.ogdenny.com.

Interested candidates should send an application by mail or email to:

Town of Ogden
269 Ogden Center Rd
Spencerport, NY 14559
Attn. Andrea Hansen

Email to: ParksRecDirector@ogdenny.com
For an Employment Application, Click [HERE](#)