



Winooski Department of Recreation and Community Wellness
32 Malletts Bay Ave · 655-1392 x 12 · radimasi@onioncity.com

Position Announcement

Afterschool Program Director

Pay Scale: \$13.00-\$15.00/hr

Basic Description:

The Afterschool Program Director will oversee 1-2 staff and help care for 10-20 children grades K-5. He/she will plan weekly activities, drive the program van, procure program supplies, and keep program records. This is an approximately 17 hrs/wk (M-F, 2:30-5:30pm + 1-5 hrs of administrative time) position. Program operation dates follow the Winooski school year calendar.

Requirements:

- Two years experience working with youth K-5
- First Aid/CPR
- Valid driver's license
- Criminal background check

Responsibilities:

- Create and execute daily lesson plans
- Ensure participant safety
- Supervise 1-2 staff
- Foster health and wellness among youth
- Keep program records

To apply, please submit a 3 letters of recommendation and résumé to the Department of Recreation and Community Wellness, 32 Malletts Bay Ave, Winooski, VT 05404 or radimasi@onioncity.com.