

## **MANATEE Y JOB OPENINGS EFFECTIVE March 6, 2020**

### **SOUTH MANATEE PROGRAM BRANCH**

(All Jobs are Part-Time unless otherwise noted)

#### **Before/After School Support Staff**

The Y-DASH program has openings for the Before/After School Child Care program at various middle schools in Manatee County. Must be responsible and outgoing, a relationship builder, a communicator and willing to interact positively with the children, parents, school personnel and Y staff. You will greet parents and children with a smile; supervise homework time, plan and initiate activities and experiences with the children in a safe environment. Shift is 4pm-6pm, Monday through Friday.

- Must be 18 years of age or older.
- Capable of lifting 40 pounds.
- Have a basic understanding of child development.
- Must be prompt and reliable.
- Must adhere to all attendance, child abuse and staff policies and procedures.
- Able to pass a level II (fingerprint) and drug screening.
- Must have or complete within 30 days of hire, CPR/AED-Pro and First Aid certification.
- Must complete Redwoods Risk Management online training and attend New Hire Orientation within 30 days of hire.

#### **Middle School Teachers**

The Y-DASH program has openings for Certified Teachers in their before/after school program at various middle schools in Manatee County. Hours are 7am until school starts and after school from 3:30-6pm.

Teachers are responsible for academic tutoring, supervision of group and planning activities, ensuring all safety procedures are followed according to YMCA policies and procedures. Must practice good student, parent and school communications; build a sense of community within your site; serve as a relationship builder for students; plan and initiate activities and experiences that focus on all areas of development with consideration given to each child's individual needs; work together with the Site Director to coordinate lesson planning; ensure the program environment reflects the programs' goals, philosophy and mission; teach children self-help skills and provide opportunities for social, emotional and intellectual independence; use positive verbal and non-verbal communication with children to build trusting and stable relationships; perform any other duties as assigned by the Site Director.


- Possess teaching certification as appointed by Florida State Guidelines.
- Able and willing to work with all children regardless of age, sex, race, religion, family background or ability.
- Have a basic understanding of child development and be able to plan and carry out developmentally appropriate activities.
- Must understand the difference between discipline and punishment.
- Must be patient and able to make sound judgments while interacting with the children.
- Must be physically capable of observing and listening for children at all times in order to quickly reach a child and/or situation to prevent harm.
- Physically able to lift 40 pounds; sit or stand for extended periods, including walking, bending, stooping, lifting, and cleaning.
- Must have a positive, upbeat attitude.
- Have a professional appearance, be reliable, prompt and maintain excellent attendance.
- Must adhere to all attendance, child abuse and staff policies and procedures.
- Attend required staff meetings
- Able to pass a level II (fingerprint) and drug screening.
- Must have or complete within 30 days of hire, CPR/AED-Pro and First Aid certification.
- Must complete Redwoods Risk Management online training and attend New Hire Orientation within 30 days of hire.

**Y-DASH Schools are: Braden River MS; Buffalo Creek MS; Haile MS; Dr. Mona Jain MS; Johnson MS; King MS; Lee MS and Nolan MS. The Bradenton Branch Y is the site for Moody Elementary and Sugg MS. Lakewood Ranch Branch Y is the site for Freedom, Gullette and McNeal**

**\*\*Y-READS VOLUNTEERS at Bayshore and Moody Elementary Schools: Want to make a difference in a child's life by helping them learn to read? Are you bilingual? Contact Dr. Moira Hendricks at [mhendricks@manateeymca.org](mailto:mhendricks@manateeymca.org) or Nancy Sena at [nsena@manateeymca.org](mailto:nsena@manateeymca.org). Volunteer application is location on our web site under the Volunteer page.**

## **HOW TO APPLY**

If you do not have prior formal work experience, other life experience can be entered under the employment data. Have you done any volunteer work? Do you help at your church? How about school events or projects?

Qualified applicants will be contact via email and you will be emailed with a link to  to invite your references to complete a survey relating to your qualifications to work for the Y.

***All applicants must be able to pass background and drug screening. Day camp & Before/After School program positions must pass Level II, Fingerprint screening.***

**Submit completed Y employment application.**

**(Found on the Employment page of our web site)**

**Make sure you specify on the application the position you are applying for.**

**Make sure you have included a legible Email address as this is how we will contact you.**

**Mail your completed application to:**

Rhiannon Blaney  
5100 Lakewood Ranch Blvd  
Bradenton, FL 34211

Or Email to:

[rblaney@manateeymca.org](mailto:rblaney@manateeymca.org)

*No phone calls please.*