

Position Title: School-Age/Summer Camp Coordinator

Hours: 7am-6pm M-F; typically scheduled for a 9 hour day with 1 hour time off (break) mid-day; (i.e.: 7:30-4:30; 8-5; 9-6). Open to other schedule options.

Job duties include:

- All responsibilities of lead teacher under MN Rule 3 Center licensing requirements, including creating lesson plans, parent communication, creating a nurturing, safe, loving environment for students ages K weeks - 6th grade for our summer and before/after school program.
- Candidate will work primarily in School Age with summer camp and/or before and after school clients. Candidate will be available to support the other ages as needed, developing primary relationships with the school age clients!
- All professional training provided by Peace of Mind on an annual basis (40 hours).
- Ideal candidate will possess excellent organizational skills and be responsible for all aspects of the summer camp and before/after school program including scheduling, curriculum planning, room arrangement, etc.
- Four year degree or equivalent in ECE or Education, and 2 years of recent experience with School-Age children preferred.

Program description: We are a premier Childcare/Preschool/Summer Camp in the heart of Woodbury with a 25 year history of excellence. This position will support our flexible summer camp program for students in grades K-6. And our Junior Camp Counselor program for students entering 6-9th grades. Our program credentials include: NAEYC accreditation and a Parent aware - 4 star (highest possible) rating.

We use Core Knowledge Curriculum in our Preschool and Pre-K /School Age, and use the Creative Curriculum for Infants and Toddlers for birth - toddlers. Our facility is 35,000 square feet of space with a full sized gym, a library, cafeteria, exceptional language programs (Chinese, ASL, Spanish), and enrichment programs for families. A full time chef provides meals for staff and children that are healthy and hand made. As a member of our team, you will enjoy access to exceptional resources for all curriculum areas, as well as a classroom budget for purchasing items needed outside of program resources.

Job Type: Full-time

Salary: \$29,120.00 to \$36,000.00 /year

Job Location:

- Woodbury, MN

Required education:

- Bachelor's

Required experience:

- School Age: 2 years

Application Questions- Please respond with resume and answers to the following questions:

- Are you in **Woodbury, MN**?
- Have you completed the following level of education: **Bachelor's**?
- How many years of **School Age** experience do you have?
- Are you authorized to work in the following country: United States?