



**Superior Douglas County Family YMCA  
Job Description**

Position Title: Before School Teacher  
Report To: Childcare Director  
Revised Date: September 2015

YMCA MISSION STATEMENT

To put Christian Principles into practice through programs which build a healthy spirit, mind and body for all.

VISION STATEMENT

The vision for our YMCA is to be the most open and welcoming place in the community where people of ALL ages and income levels can come for healthy recreational, social, and educational opportunities.

GENERAL FUNTIONS

To be a part of a team in seeing that the Before School program is supervised and planned according to the mission, vision, and policies of the Superior-Douglas County Family YMCA and the School District of Superior.

SKILLS AND QUALIFICATIONS

Teachers must be 18 years and older. Possess the ability to communicate effectively with parents and other staff. Exhibit the core values of caring, honesty, respect and responsibilities in all aspects of work in the YMCA.

PHYSICAL REQUIREMENTS

This position requires the physical ability to move in keeping up with the demands of school age children. Ability to observe and interact with children through sight, sound and active interaction.

ESSENTIAL FUNCTIONS

1. Arrive on time for your shift. You are responsible for securing a suitable sub for shifts you cannot make.
2. Develop and implement a curriculum that meets the social, emotional, intellectual, and physical needs of the children.
3. Maintain school rooms & areas and YMCA & school equipment. Keep director informed of program needs and equipment repairs. Select, store, and inventory classroom equipment, materials, and supplies. Clean toys once a month.
4. Attend monthly staff meetings.
5. Responsibility for keeping child/program related records, i.e. attendance, medical log entries, and accidents/injury reports.
6. Recommend changes, improvements, needs, and other ideas that would benefit the Before School program as well as address concerns.
7. Wear the required YMCA staff shirt and follow the dress code at all times.
8. Awareness of all other YMCA programs.
9. Observe and evaluate children's performance, behavior, social development, and physical health.

EFFECT ON END RESULT

1. An environment where children are safe and content.
2. Providing peace of mind for parents.

I understand and mutually accept that the above job description represents my agreement of the job to be performed and that this job description is not a contractual agreement.

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Employee Signature

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Date

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