



FOR YOUTH DEVELOPMENT
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

METROWEST YMCA

October 2024

Director of Summer Learning, Multiple Metrowest Locations

At the MetroWest YMCA, our cause defines us. We know that lasting personal and social change comes about when we all work together. That's why, at the Y, strengthening community is our cause. Every day, we work side-by-side with our neighbors to make sure that everyone, regardless of age, income or background, has the opportunity to learn, grow and thrive.

Imagine going to work knowing that what you do each day positively impacts the lives of the people in your community. Working at the Y, you'll discover more than a job - you'll enjoy a career with a future and the opportunity to make a lasting difference in the lives of those around you!

The pay range for this full-time exempt position is \$58,000 - \$62,000 annually based upon experience and credentials. Competitive benefits!
Equal Opportunity Employer.

POSITION SUMMARY:

The **full time Director of Summer Learning** supports the work of the Y, a leading nonprofit charitable organization committed to strengthening community through youth development, healthy living and social responsibility. The position serves as Camp OCP Director and supervises the Y's other summer learning program, Y STEAM Camp. In addition, the position works with the OST Director to develop, organize, and implement high quality School's Out programs in accordance with Department of Early Education and Care (EEC), Department of Public Health (DPH) regulations as well as MetroWest YMCA philosophy, policies, and practices.

ESSENTIAL FUNCTIONS:

- Manages, directs, and coordinates Camp OCP as Camp Director and supervises Y-STEAM camp to ensure high quality summer learning
- Directly supports OST Director in overseeing School's Out sites
- Leading efforts in quality initiatives: curriculum and newsletter reviews, CQIP and key performance indicators
- With OST Leadership team, assisting with, recruits, hires, trains, develops, schedules, evaluates, and supervises seasonal and PT staff

- Develop, maintain, and engage relationships with children, families, Massachusetts Department of Early Education and Care, Public Schools and other stakeholders related to center through timely and respectful verbal and written communication.
- Assist with the Development, management, controlment of budgets relating to positions

QUALIFICATIONS:

- Although a bachelor's degree is required for this job, we recognize that earning the degree may be challenging for some individuals. As part of our efforts to support diversity, equity, and inclusion within our Y, individuals who have not earned their bachelor's degree may be hired into this position as long as they are actively working to complete their degree. Those without a bachelor's degree must take a mutually agreed upon number of college courses each year to be eligible for future pay increases.
- At least one summer serving as the director of a licensed summer camp serving elementary school age youth as well as at least one year of leadership experience working in a summer learning program.
- Compliance with EEC and DPH licensing regulations
- Ability to plan, organize and implement engaging developmentally appropriate program activities with concrete learning objectives.
- Ability to relate effectively to diverse groups of people from all social and economic segments of the community. Experience working with high-needs children in EEC licensed settings preferred.
- Bilingual in Spanish or Portuguese a plus.

PHYSICAL DEMANDS:

- The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.
- The employee needs sufficient strength, agility, and mobility to perform essential functions, to safely engage with children, and to supervise program activities in a wide variety of indoor and outdoor locations.
- While performing the duties of this job, the employee is regularly required to use a computer for extended periods of time and be able to communicate using a computer and phone/smart device.
- The employee frequently is required to sit and reach and must be able to move around the work environment.
- The employee must occasionally lift and/or move up to 40 pounds.
- Specific vision abilities required by this job include close vision, distance vision, and the ability to adjust.
- The noise level in the work environment is usually moderate.

To Apply: Download the [application](#) and email it including a resume to Employment@Metrowestymca.org