

YMCA of the Fox Cities Job Vacancy List - September 3, 2010

APPLY IN PERSON AT ANY YMCA OF THE FOX CITIES LOCATIONS

Please Contact the Human Resource Department With Questions - 954-7625 or msorenson@ymcafoxcities.org

Fax resume/application to 954-7659

Job Title	Loc & Date	Dept	Hours per Week	Schedule	Resume or Application:	Responsibilities and Qualifications Required
Apple Creek YMCA						
Lifestyle Center Staff	Apple Creek August 2010	Lifestyle Center	Part-Time	Various days 4:45 am-9 am	Juli Kedrowski 733-9622	Provide cardiovascular & strength equipment orientations & training, ensure a safe & clean environment & proper use of equipment. Background in health & wellness helpful but not required.
School Age Site Supervisor	Apple Creek July 2010	Child Care	Part-Time 16-20 hrs per week	2:45-6pm M-F; school days off	Barb Zarneke 733-9622	Must be at least 18 years of age. After school care for 2010-2011 school year. Must have earned 2 years of documented credit at an institution of higher education with at least 3 credits equivalent to education or related field, or have completed 80 classroom hours of training in one of the following areas: Child Development, Early Childhood Education, Elementary Education, Child Guidance, Physical Education, or Recreation. Must have had at least 80 full days of experience working with school age children. Responsible for ensuring a safe, high quality program is operating at all times within state licensing requirements; plans and carries out a daily program in accordance with state licensing regulations and supervises all aspects of the school age program.
Preschool Teacher	Apple Creek July 2010	Child Care	Part-Time 10 hrs per week	8:30-11:45pm M/W/F	Barb Zarneke 733-9622	At least 21 years of age. Have a Bachelor of Science Degree in Elementary or Early Childhood Education or related field. Have at least 2 years working experience with children. Prior YMCA experience preferred. Will be responsible to ensure a safe, high quality program is operating; will develop daily lesson plans based on developmentally appropriate curriculum and that is in accordance with state licensing regulations.
Yoga Instructor	Apple Creek July 2010	Health & Fitness	Part-Time 2 hrs per week	Varies	Juli Kedrowski 733-9622	Running a well organized class with logical flow to exercises and demonstrating modifications to positions and exercises as needed. Attend fitness meetings, maintain certifications, and sub for other classes when available. Certification in one of the disciplines preferred but not required. CPR/AED and First Aid Certifications completed prior to first day of teaching, training available. Creativity and excellent communication and customer service skills. Prior experience in yoga instruction preferred. Must be capable of successfully instructing students with a variety of skill levels and abilities.
Appleton YMCA						
Assistant Teacher	Appleton September 2010	Child Care	Part-Time 25 hours per week	Mon-Fri Noon to 5:00pm	Stephanie Bender 954-7613	Must have HS diploma or equivalent. Must have a minimum of Introduction to the Child Care Profession (Formerly EC1) and Skills & Strategies for the Child Care Teacher (formerly EC 2), 6 credits in Early Childhood Education, or the equivalent. Associates or Bachelors degree in Early Childhood Education or related field highly preferred. Prior experience working with children required. The Assistant Teacher is to assist the Lead Teacher with all classroom activities. Interact frequently, affectionately and respectfully with children and parents. Maintain a safe, healthy, happy environment where the children are continuously learning. Application deadline Monday, September 20, 2010
Assistant Teacher	September 2010	Child Care	Part-Time 30 hours per week	Mon-Fri Noon to 6:00pm	Stephanie Bender 954-7613	Must have HS diploma or equivalent. Must have a minimum of Introduction to the Child Care Profession (Formerly EC1) and Skills & Strategies for the Child Care Teacher (formerly EC 2), 6 credits in Early Childhood Education, or the equivalent. Associates or Bachelors degree in Early Childhood Education or related field highly preferred. Prior experience working with children required. The Assistant Teacher is to assist the Lead Teacher with all classroom activities. Interact frequently, affectionately and respectfully with children and parents. Maintain a safe, healthy, happy environment where the children are continuously learning. Application deadline Monday, September 13, 2010

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Drop-In Assistant Teacher	Appleton August 2010	Child Care	Part Time 20-25 hours per week	Mon-Fri 1:30pm-6:30 pm	Erin Pues 954-7636	Must be 18, with high school diploma or its equivalent. Care for, monitor, supervise and ensure a safe environment for all children. Maintain positive relationships with children, parents and other staff members within the YMCA. Help ensure the program meets State of Wisconsin regulations. Must have a minimum of Introduction to the Child Care Profession (formerly EC1) and Skills and Strategies for the Child Care Teacher (formerly EC2), 6 credits in Early Childhood Education, or its equivalency. Associate degree or Bachelors Degree in Early Childhood Education or related field highly preferred. Prior experience working with children required. YMCA experience preferred, but not a must.
School Age Site Supervisor	Appleton August 2010	School Age	Part-Time 10-28 hrs per week	M-F before and after school	Kathy Tennyson 954-7642	Must be 18. Currently seeking responsible individuals who have a desire to work with elementary school children in a before and after school program setting for the 2010-2011 school year. Must have earned 2 years of documented credit at an institution of higher education with at least 3 credits equivalent to education or related field, or have completed 80 classroom hours of training in one of the following areas: Child Development, Early Childhood Education, Elementary Education, Child Guidance, Physical Education, or Recreation. Must have had at least 80 full days of experience working with school age children. Responsible for ensuring a safe, high quality program is operating at all times within state licensing requirements; plans and carries out a daily program in accordance with state licensing regulations and supervises all aspects of the school age program. Work sites are in the Appleton area schools, including 21st Century sites.
School Age Assistant Site Supervisor	Appleton August 2010	School Age	Part-Time 10-28 hrs per week	M-F before and after school	Kathy Tennyson 954-7642	Must be 18. Currently seeking responsible individuals who have a desire to work with elementary school children in a before and after school program setting for the 2010-2011 school year. Minimum educational requirements – 10 hour school age course. Prefer applicants with coursework in education or a related field. Prior experience working with school age children is preferred. Work sites are in the Appleton area schools, including 21st Century sites.
Night Set-up	Appleton September 2010	Youth & Teen	Occasional Part-Time 4- 10 hrs per week	Varies	Erica Hamilton 954-7618	Responsible for general cleaning of the YMCA including sweeping, vacuuming, and mopping of high use areas. Assists Building Supervisor with room set-up and take down as necessary.
Hip Hop Dance Instructor	Appleton September 2010	Youth & Teen	Part-Time 2- 5 hours per week	Days and occasional weekends	Erica Hamilton 954-7618	Must be at least 18 years of age and have experience with hip hop style dance. Dance instruction experience preferable. Will have excellent motivation, work ethic and be able to work with adolescents. Will be responsible for developing a fun and low-pressure program while implementing safe instruction of proper technique for youth of varying skill levels.
Member Services Staff	Appleton July 2010	Member Services	Part-Time 10-20 hrs per week	Wednesday & Friday from 3:30-8:30pm plus varying shifts on rotating weekends.	Chad Hernandez 739-6135	Must have excellent customer service skills, basic computer skills, be detail oriented and work well with all ages. Will be required to become certified in CPR/AED and first aid. Preferred candidates will have previous customer service experience and an understanding of the YMCA mission and values. Major responsibilities: Handle all customer service transactions at the front desk, answer phones, meet and greet customers, membership and program registration, give tours, and help with projects as required by management.
Assistant Teacher Sub	Appleton September 2010	Child Care	Part-Time As Needed	As Needed	Stephanie Bender 954-7613	Application deadline: August 9, 2010. Must have HS diploma or equivalent. Must have a minimum of Introduction to the Child Care Profession (Formerly EC1) and Skills & Strategies for the Child Care Teacher (formerly EC 2), 6 credits in Early Childhood Education, or the equivalent. Associates or Bachelors degree in Early Childhood Education or related field highly preferred. Prior experience working with children required. The Assistant Teacher is to assist the Lead Teacher with all classroom activities. Interact frequently, affectionately and respectfully with children and parents. Maintain a safe, healthy, happy environment where the children are continuously learning.
Full-Time Infant Teacher	Child Learning Center July 2010	Child Care	Full-Time 40 hrs wk	Mon-Fri 8:am- 5:pm	Jackie Ponschock or Paula Steele 628-5850	Position begins September 2010. Must be 18. Must have completed one non-credit course that meets the entry level training requirements for a child care teachers and have taken state approved courses on Infant and Toddler care. Must also have completed the course SID's and Shaken Baby Prevention.

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Zumba Gold Instructor	Appleton July 2010	Health & Fitness	Part-Time 2-3 hrs wk	Thursday 9am-10am Fridays 10:30-11:00am	Kristina Schultz 954-7616	Certification in Zumba and Zumba Gold required.
Zumba Instructor	Appleton July 2010	Health & Fitness	Part-Time 2 hrs wk	Mon & Wed 5:15-6:15pm	Kristina Schultz 954-7616	Certification in Zumba required. We are looking for applicants who are Zumba Certified. Zumba combines high energy and motivating music with unique moves that allow participants to dance away their worries! Sessions are a specified health and fitness program.
Lead Child Care Teacher Substitute	Appleton September 2010	Child Care	Occasional Part-Time	Varies	Stephanie Bender 954-7613	Must have high school diploma or the equivalent. Must have a minimum of Introduction to the Child Care Profession (Formerly EC1) and Skills and Strategies for the Child Care Teacher (Formerly EC2), 6 credits in Early Childhood Education, or the equivalent. Associates or Bachelors Degree in Early Childhood Education or related field highly preferred. Prior experience working with children required. The Lead Teacher will lead all classroom activities. Will interact frequently, affectionately and respectfully with children and parents. Maintain a safe, happy, healthy environment where the children are continuously learning.
Lifeguards and/or Swim Instructors	Appleton (Open)	Aquatics	Part-Time 5-25 hrs per week	All Shifts Available	Jody LaPlante 954-7640	Will be responsible for ensuring the safety of the swim participants, watching the deck and pool, ensuring a safe and clean area, and instructing participants on proper swim techniques. Must have lifeguard training, CPR Pro, and First Aid Certifications. All Shifts Available 5am - 9pm, days, evenings & weekends.
Swimming Deck Coach	Appleton July 2010	Aquatics	Part-Time	Mon-Fri 4-10 hrs wk	Ben Gill 954-7627	Competitive swimming experience a plus. Lifeguard & CPR Certifications required within the first three months of hire. Excellent communication skills and a desire to work with and motivate children. Will be responsible for ensuring the safety of the swim participants, watching the deck and pool, ensuring a safe and clean area, and instructing participants on proper swim techniques.
Fox West YMCA						
School Age Site Supervisor	Fox West August 2010	School Age	Part-Time 15hrs/wk	M-F 3:00pm-6:00pm	Jean Gloudemans 757-9830	Openings are for the 2010-2011 school year. Must be 18. Currently seeking responsible individuals who have a desire to work with elementary school children in a before and after school program setting for the 2010-2011 school year. Duties would include working with children on individual interest projects and, homework help. Prefer applicants with Introduction to Child Care Profession and Skills and Strategies for the Child Care Teacher, or willingness to complete upon hire. Prior experience working with school age children is preferred. Looking for qualified candidates to oversee After School program working with children Kindergarten - 5th grade in Greenville/Hortonville area.
Music Instructor Guitar	Fox West August 2010	Arts & Humanities	Occasional Part-Time	2-4 hrs wk	Angie Pecore 757-9820 x310	Qualified instructor sought to teach guitar at an intermediate level to children 6 and up. The position requires experience in guitar instruction. Other qualifications include motivation, excellent work ethic, initiative, drive and patience teaching young children between the ages of six and twelve. A willingness to promote a positive attitude is a key. Application deadline September 13, 2010
Lifeguards	Fox West July 2010	Aquatics	Part-Time Occasional	Varied	Paul Bady 757-9820	Must be 16. Must have CPR for the Professional Rescuer, excellent communication skills, be prompt and have great attention to detail, have the ability to swim 300 yards and have American Red Cross Lifeguard Training. Must be able to sit, stand and focus for an extended period of time. Must perform daily maintenance. Will attend all trainings and staff meetings. Guard the pool in a proactive and diligent manner (preventive lifeguarding). Respond to all emergencies in accordance with American Red Cross standards and YMCA of the Fox Cities protocols. Perform daily maintenance. Keep current all certifications and skills.
Swim Instructors (Evenings & Weekends)	Fox West July 2010	Aquatics	Part-Time Occasional	4pm to 8pm on weekdays and/or 9am to noon on Saturdays	Paul Bady 757-9820	Must be 16. Must have CPR for the Professional Rescuer, excellent communication skills, be prompt and have great attention to detail. Must teach swim lessons to YMCA Aquatic standards. Must have the ability to swim 300 yards. Perform daily maintenance. Keep current all certifications and skills. Will attend all trainings and staff meetings.

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Heart of the Valley YMCA						
Dance Instructor	HOTV July 2010	Dance	Occasional Part-Time 5-15 hrs wk	TBD	Toni Rockow 930-5712	Position requires a background in dance along with the ability to teach a range of ages from 5 - 12 years. We are looking for a responsible individual that is a motivated self starter with a passion for dance. This position would require you to plan, choreograph, teach technique, interact with students and parents, as well as give clear explanations and demonstration of skills.
School Age Site Supervisor	HOTV June 2010	School Age	Part-Time 15-32 hrs/wk	M-F before and after school	Sue Gratke 830-5719	Openings are for the 2010-2011 school year. Must be 18. Currently seeking responsible individuals who have a desire to work with elementary school children in a before and after school program setting for the 2010-2011 school year. Prefer applicants with Introduction to Child Care Profession and Skills and Strategies for the Child Care Teacher, or willingness to complete upon hire. Prior experience working with school age children is preferred. Work sites are in the Kimberly, Kaukauna and Wrightstown areas.
School Age Assistant Site Supervisor	HOTV June 2010	School Age	Part-Time 15-32 hrs/wk	M-F before and after school	Sue Gratke 830-5719	Openings are for the 2010-2011 school year. Must be 18. Currently seeking responsible individuals who have a desire to work with elementary school children in a before and after school program setting for the 2010-2011 school year. Prefer applicants with Introduction to Assistant Child Care Teacher course work, or willingness to complete upon hire. Prior experience working with school age children is preferred. Work sites are in the Kimberly, Kaukauna and Wrightstown areas.
Lifeguards and/or Swim Instructors	Heart of the Valley	Aquatics	Part-Time 5-20 hrs/wk	Varied & flexible	Belinda Price-Dajany 830-5707	Must be 16. Hours: 5:00am-9:30am. Responsible for ensuring safety of the swim participants, watching the deck and pool, ensuring a safe and clean area, and instructing participants on proper swim techniques. Prior teaching experience preferred and/or WSI training. Must have lifeguard training, CPR Pro, and First Aid Certifications.
Neenah Menasha YMCA						
Sports & Recreation Coordinator	Neenah-Menasha September 2010	Sports & Recreation	Full Time	M-F Sat. am occasional evenings	Randy Pelischek 886-2104	This position emphasizes experience in supervising sports leagues for youth. Knowledge of football, soccer, basketball and volleyball is preferred along with experience in sports programs including preschool, youth, teen and adult classes and leagues. Must be able to direct and/or supervise instructors, staff and volunteers of sports and recreation programs. Additionally, the candidate must possess and exhibit the core values of caring, honesty, respect and responsibility in all aspects of their work with the YMCA. Must have a minimum of two years of secondary education or its equivalent in academic preparation.
Youth Sports Site Coordinator	Neenah-Menasha September 2010	Sports & Recreation	Occasional Part-Time 3-5 hrs per week	Saturday 8:00 am - 1:00 pm	Randy Pelischek 886-2104	This position emphasizes experience in supervising a sports league site for youth. Knowledge of football, soccer, basketball and volleyball is preferred. Along with experience in sports programs including preschool, youth, teen and adult classes and leagues. Additionally, the Youth Sports Site Coordinator must possess and exhibit the core values of caring, honesty, respect and responsibility in all aspects of their work with the YMCA. Applicant must be at least 18 years of age.
Youth Sports Officials	Neenah-Menasha September 2010	Sports & Recreation	Occasional Part-Time 3-5 hrs per week	Saturday 8:00 am - 1:00 pm	Randy Pelischek 886-2104	This position emphasizes instructing and supervising preschool and youth. Knowledge of football, soccer, basketball and volleyball is preferred. Along with experience in sports programs including preschool, youth, teen and adult classes and leagues. Additionally, Sports Program Instructors and officials must possess and exhibit the core values of caring, honesty, respect and responsibility in all aspects of their work with the YMCA. Applicant must be at least 17 years of age.
Youth Center & Adventure Alley Attendant	Neenah-Menasha September 2010	Sports & Recreation	Occasional Part-Time 3-5 hrs per week	Varies evenings/weekends	Randy Pelischek 886-2104	This position requires a responsible, efficient person capable of supervising youth. Knowledge of Adventure Alley & Youth Center procedures and a desire to willingly participate with youth in the enjoyment of the activities in the Adventure Alley & Youth Center.
Preschool Teacher	Neenah-Menasha July 2010	Child Care	Part-Time 6-15 hrs/wk	8:30-11:30	Judy Seibel 886-2147	The Preschool teacher is responsible for care and education of the children enrolled in the YMCA preschool program and for following the procedures of the YMCA and State Licensing Regulations. The teacher plans and implements the curriculum and with active participation of other members of the teaching team, works with parents and assesses the needs of individual children. QUALIFICATIONS: Have a Bachelors or Associates degree in Education or a related field with early childhood credits and experience. Have 2 years of experience working with children. Knowledge of preschool age development and ability to plan and implement age appropriate curriculum. Have an understanding of licensing rules and regulations.
Group Exercise Instructor Prenatal/ Postpartum	Neenah-Menasha July 2010	Health & Wellness	Occasional Part-Time 2.5 hrs/wk	M/W 5:30-6:30pm	Susan Hildebrandt 920-886-2127	Group Exercise Certified with emphasis in prenatal and postpartum.
School Age Site Supervisor	Neenah-Menasha July 2010	Child Care	Occasional Part-Time 15-20 hrs/wk	M-F 2:00-5:30 pm.	Erica Wallace 886-2134	Must be 18. Looking for qualified candidates to oversee new middle school programming in the Neenah area and Waupaca area. Must have past experience working with children. Duties would include working with children on individual interest projects, homework help, and managing community service projects in an after school environment.

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Swim Instructors and/or Lifeguards	Neenah-Menasha (Open)	Aquatics	Part Time Varies	Varies	Kathryn Herzog 886-2132	Must be 16. Responsible for ensuring the safety of the swim participants, watching the deck and pool, ensuring a safe and clean area, and instructing participants on proper swim techniques. Prior teaching experience preferred and/or WSI training. Must have lifeguard training, CPR Pro, and First Aid Certifications.
Lead Teacher	Neenah-Menasha July 2010	Child Care	Part-Time 30 hrs/wk	Varies	Judy Seibel 886-2147	Must be 18, with high school diploma or its equivalent. Care for, monitor, supervise and ensure a safe environment for all children. Maintain positive relationships with children, parents and other staff members within the YMCA. Help ensure the program meets State of Wisconsin regulations. Must have a minimum of Introduction to the Child Care Profession (formerly EC1) and Skills and Strategies for the Child Care Teacher (formerly EC2), 6 credits in Early Childhood Education, or the equivalent. Associates or Bachelors Degree in Early Childhood Education or related field highly preferred. Prior experience working with children required. YMCA experience preferred, but not a must.
School Age Site Supervisor	Neenah-Menasha July 2010	Child Care	Part-Time 10-15 hrs/wk	M-F 6:30-8:00 am and/or 2:15- 5:30 pm.	Erica Wallace 886-2134	Openings are for the 2010-2011 school year. Must be 18. Currently seeking responsible individuals who have a desire to work with elementary school children in a before and after school program setting for the 2010-2011 school year. Prefer applicants with Introduction to Child Care Profession and Skills and Strategies for the Child Care Teacher, or willingness to complete upon hire. Prior experience working with school age children is preferred.