The Afterschool on South seeks Child Care Director — Year-Round Position

The Afterschool on South (a before and after care program) for children ages Pre-K3 – 7th grade is located at St. Peter’s Church in Morristown. Our site is licensed by the Department of Children and Families, Office of Licensing and we are licensed for 81 children. Children are bused to our site from the Morris School District and begin arriving around 2:30. The center closes at 6 pm. Early morning care is provided from 7:30 am – 9:00 am. Our program offers snack, academic assistance, recreation time, tutoring, activity centers, science and music. We accept Child and Family Resource subsidy cards.

Job Responsibilities include but are not limited to:
- Director hires, oversees and supervises staff, schedules, and all activities
- Must meet and maintain all standards and requirements in the State of NJ, Manual of Requirements for Child Care Centers
- Prepare budget, record and process payments, monitor budget.
- Order or pick up necessary supplies and materials.
- Attend required training programs and train staff
- Advertise and recruit students for the program

Coming in September 2020, one pre-school class may be added, due to Morristown’s Preschool Expansion Grant – qualified teacher and assistant for program will need to be hired, as well as implementation of mandated curriculum.

Summer Camp is a Christian based Vacation Bible School that meets full days for six weeks for students entering Kindergarten to grade 7. Camp runs from 9 am – 4 pm with before care beginning at 8 am and after care from 4 pm – 5 pm. Daily program includes chapel, Bible study, music, arts and crafts, sports, swimming (off-site at the town pool), and computers and a few field trips. There is an assistant director for this camp that has previously worked in the program that would like to remain on staff.

Qualifications:
- College degree in education or related field and prior experience working with children and families, supervising staff
- Spanish speaking a must!
- Possess planning and organizing skills
- Interact with families and provide resources as requested
- Possess or go for CPR, AED and First Aid certifications
- Possess a valid Driver’s License and acceptable driving record and insurance

Competitive salary and benefits, including 401k and vacation time. A great opportunity for the right leader!

Send resume and letter of interest to: Dee Klikier, dklikier@stpetersmorristown.org or mail or drop off to: Dee Klikier, 70 Maple Avenue, Morristown, NJ 07960