



Opportunity

There is a rewarding and active position available for a Child Care Administrator with Sylvania Child Care.

Job Title: Child Care Administrator in a Before & After School Program

Job Location: Sylvania, OH

Employment Type: Part-Time 30 hours per week

Job Description:

This administrator position also acts as the lead teacher. Duties include: writing lesson plans, supervising and engaging with children grades K-5 in classroom, playground, and gym. Also supervise on-site staff. Knowledge of and Compliance with ODJFS regulations required. This is a rewarding and active position. We have two openings for this position.

Hours: 6:30am-9am Mon-Fri and 3pm-6:30pm Mon-Fri. NO WEEKENDS!

Pay Rate: \$12.00/hour with raise to \$12.35/hour at 90 days. Opportunities for up to 40 hours per week in the summer months. In-Service training hours are provided.

Requirements: Must qualify as ODJFS admin level 3; or a level 2 with two years of experience in a licensed child care program. Also need to pass a background check. All applications are welcome, and mature workers are encouraged to apply.

Hiring Company:

Sylvania Community Services is a non-profit company that has been in business for 40 years. Its child care program is well-known and well-respected in the area. Its current open positions are related to its rapid expansion in the recent past. Take a look at its web site to learn more about the company: www.sylvaniachildcare.org. In addition to child care services, Sylvania Community Services also manages a senior citizens center.

To learn more about the position, please contact:

Desiree Thompson, Child Care Director

desiree@scsonline.org

419-885-2451

3/17

