

GREAT FUTURES START HERE.



Full Time/Part Time

The Boys & Girls Clubs of MetroWest (BGCMW) is seeking experienced individuals to supervise school age children full time and part time in the positions of Site Coordinators and Group Leaders in our licensed summer and before/after school care programs in the Marlborough Public schools.

Our childcare programs promote the development of young people by instilling a sense of competence, usefulness, influence and belonging. When this strategy is fully implemented, an environment is created which helps our members achieve their full potential.

Description and Responsibilities

Site Coordinators are responsible for the overall management, supervision, and program planning of the before/after- school programs held onsite at a school.

They will work collaboratively with parents, school staff, students and community members in all program activities.

They will assist in hiring and training Group Leaders and Assistant Group Leaders to ensure there are qualified staff for program implementation, **Monday through Friday 7:00AM-9:00AM and 2:00PM – 6:00PM**

The **Site Coordinator** must be at least **20 years** of age and meet EEC requirements for **Site Coordinator**.

Before and After School Group Leaders are responsible for leading a wide variety of group activities to include academic support, health & life skills, the arts, fitness and the overall care and supervision of children. **Monday – Friday either 7:00AM – 9:00AM or 3:00PM – 6:00PM**. Group Leaders must be at least **18 years old** and meet EEC requirements for Group Leaders.

To apply, send cover letter and resume to Patty Miele at patty.miele@bgcmetrowest.org

Be sure to indicate the position you are applying for.