



Camp Fire First Texas Job Summary

Position: Associate Director of After School Programs

Status: Full Time

Location: Multiple Elementary Schools in Fort Worth and Aledo

Salary Range: Commensurate with Experience

Job Summary: Camp Fire is looking for a professional to join the Youth Development management team. Enhance your career in Youth Development through experience in a high-quality, supportive work environment. The Associate Director of After School Programs will work under the guidance of the Directors of After School Programs to supervise and support Out of School Time programs in Fort Worth and Aledo. The AD will be responsible for planning and preparing curriculum and materials for summer day camps and after school and will spend approximately 50% of their time working in programs, observing and coaching staff and interacting with youth. They will be responsible for the overall quality of assigned programs and compliance with federal, state, and local regulations.

The YD management team has more than XX years of experience and will serve as mentors, thought partners and cheerleaders for your work.

Essential Functions: Must be able to lift a minimum of 40 pounds. Must be able to drive and have transportation to get between program sites daily. Must be able to observe through sight and sound.

Required Knowledge/Skills/Abilities:

- Some college including coursework in Education, Child Development, or a related field
- Must meet qualifications for Operations Director through Child Care Licensing
- At least 3 years of experience in a licensed after school program or child care center
- At least 3 years of supervisory experience
- Computer skills including virtual meeting platforms
- Must be able to pass criminal background check

Preferred Knowledge/Skills/Abilities:

- Bachelor's Degree in Child Development, Education, or a related field
- Experience in multi-unit management
- Experience in financial budgeting
- Experience in curriculum design for child care or youth camps
- Bilingual preferred (Spanish)

Camp Fire's Culture:

Camp Fire First Texas is one of the largest Camp Fire councils in the country. Programs are for boys, girls and their families and include camping, after school programs, teen services, environmental education, and school readiness, in addition to professional development for early childhood educators. In Camp Fire, children and youth find a safe, fun and inclusive place – a place where they form lasting relationships, develop a sense of belonging and make positive contributions to the lives of their families



and their community. Camp Fire youth have life-enhancing experiences and develop assets essential to their futures. Camp Fire changes young lives for the better in our community. Inside and out.

To Apply:

Interested persons should [apply online](#) and attach a cover letter, resume & salary requirements.

View other open positions at <https://www.campfirefw.org/careers/>.

Camp Fire First Texas is an Equal Opportunity Employer. The organization will not discriminate against any individual because of race, color, religion, creed, sex, age, national origin, disability or other reason prohibited by the fair employment laws. Reasonable accommodation will be provided in an effort to advance employment opportunities for individuals with disabilities. Employment at Camp Fire First Texas is on an at-will basis. The employee and the organization are each free to terminate the relationship at any time without cause.

*Due to the volume of responses, only qualified parties will be contacted. **No phone calls or emails, please.***