



## Camp Fire First Texas Job Summary

**Position:** After School Site Director

**Status:** Part-time

**Location:** Fort Worth, Texas

**Salary Range:** \$12 - \$14 per hour

**Job Summary:** The Site Director is responsible for management of the After School program located in an elementary school, including compliance with all local, state, and federal regulations. The Site Director works with Camp Fire staff to implement developmentally appropriate Out Of School Time activities for youth such as recreation, homework help, STEM (Science, Technology, Engineering, and Math), creative art, and project work. Duties also involve written and verbal communication with parents, school personnel, and other Camp Fire staff.

### Essential Functions:

- Manage and direct a safe, nurturing enrichment program for youth to thrive
- Provide an environment that encourages independence and enhances the school day
- Train and supervise staff and volunteers
- Work directly with school age youth with a maximum ratio of 20 youth per group

### Required Knowledge/Skills/Abilities:

- Must be at least 21 years of age
- High school diploma or equivalent required
- Experience working with youth
- Supervisory experience

### Preferred Knowledge/Skills/Abilities:

- College credit in child development, education, or related field
- CDA, Associate or Bachelors' Degree in child development, education or related field
- Current Texas Child Care Director's Certificate
- Bilingual, English - 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/about-us/employment/>.



*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.***