



As a leader in the youth development, Camp Fire Alaska offers affordable programs, professionally trained staff, activities and events that are appealing to youth in a fun and safe space. Our programs run year-round from exciting summer camps to enriching school-year programs.

Our Promise: *Young people want to shape the world. Camp Fire provides the opportunity to find their spark, lift their voice and discover who they are. In Camp Fire, it begins now. Light the fire within.*

Our Mission: *Every child will have an opportunity to discover the best in themselves and others in a fun and safe learning environment.*

Camp Fire Alaska is looking for outgoing, knowledgeable and professional candidates who want to create an impact within our full time leadership position of **Manager of School Age Programs**.

*Are you passionate about providing quality youth programming? Are you able to lead and guide others while building leadership skills? Do you have strong organizational skills? **If so then this job may be for you!***

Position Description: The Manager of School Age Programs provides oversight and direct supervision to the management of Camp Fire Alaska's School Age and Center Programs. Leads and collaborates with a team of peers as well as direct and indirect reports to deliver year-round, high quality, licensed and unlicensed programs. Engages in work that supports Camp Fire's Promise to provide youth with the opportunity to find their spark, lift their voice and discover who they are.

Pay & Benefits: This is a full time, exempt position with starting pay at \$46,000.00/annually DOE. Benefits include health insurance, accrued time off and tax shelter annuity.

Overview of Position Duties and Responsibilities:

- Provide expertise and guidance in program delivery.
- Provide guidance and oversight to the program leadership team.
- Maintain strong partnership with Licensing agents and school district personnel.
- Prepare and monitor the School Age Program budget.
- Monitor the CACFP and SFSP food programs, adhering to federal and municipal standards.
- Oversee implementation of program structures, schedules and delivery.
- Direct, maintain and oversee all aspects of School Age Program staffing.
- Substitute for on-site leadership and staff when necessary.
- Take on other related duties as assigned.

Basic Qualification:

- Minimum Bachelor's level degree in early education, youth development, outdoor education, recreation or similar field. Masters preferred.
- Minimum SEED Level 7 required. Seed Level 10 or higher preferred.
- Minimum 3 years experience in youth development and/or non-profit agency required, with 1 year managing multiple teams preferred.
- Minimum 2 years experience in direct program delivery.
- Ability to visit all 30 sites on demand required, with a valid driver's license and access to a personal car preferred.
- Current Adult/Child/Infant CPR, AED and First Aid Certification from a nationally recognized provider or the ability to obtain certification within 30 days of hire.

TO LEARN MORE ABOUT THIS POSITION AND SUBMIT YOUR APPLICATION PLEASE VISIT OUR WEBSITE AND THEN USE THE JOBS TAB (www.campfireak.org)