

School-Age Assistant Counselor

**YWCA IS ON
A MISSION**

Job Description

The School Age Assistant counselor works with a group of up to 20 children, ages 5 to 12 years depending on site, along with a School Group Leader.

Responsibilities:

This person will work before and after school, interacting with and supervising youth, assisting with paperwork, and maintaining a safe and healthy environment.

Qualifications:

Minimum High School diploma, some experience working with children is preferred.

Working Conditions:

Busy before and after school setting, at local schools.

Reports to:

School Age Program Supervisor
Child Care Director
OCFS licensing Agency

Part time, position to begin immediately.

Must be willing to have background clearance check and medical.

Please call Layah Cullip at YWCA (607) 753-9651 if interested or submit your resume to schoolage@cortlandywca.org.

Child care Benefit:

The YWCA subsidizes **25%** of child care costs for children enrolled in YWCA childcare programs.

Health and Wellness Benefits:

Employees receive a free membership to the YWCA fitness facilities. This includes specialty classes.

Paid Time:

32 hours of personal time
Accrue 3.69 hours per paycheck
for sick leave and vacation. Paid holidays. *

Health Insurance:

The YWCA contributes to each employee's plan. *

Retirement:

Available to employees working two years with the agency. YWCA Cortland along with YWCA Retirement Fund contributes an average of 3-5% annually regardless of employee contributions. Contribution elections are reviewed on an annual basis. *

Work Environment:

The YWCA embraces a family-friendly and flexible work environment.

Employee Assistance Program

(EAP):

Many benefits are available including professional development, counseling, family planning, discounts, and unlimited resources accessible to each employee and anyone living in their household.

*Benefits are for full-time positions

eliminating racism
empowering women
ywca