

At the Y, we believe every child is of promise and deserves the opportunity to discover who they are and what they can achieve. The Treasure Valley Family YMCA's Child Development programs support children in their ongoing growth to ensure that they are ready for the next educational milestone, whether that be preschool, kindergarten, middle school, or high school.

The **Child Development Area Director** is responsible for administering the total operation of the department within Branch and Association parameters, overseeing the safe management of programs, facilities, volunteer and staff development, and financial development within the department.

**Responsibilities:**

- Work closely with Child Development staff to ensure department operations are consistent with approved Leading Practices.
- Supervise Child Development staff, including hiring, onboarding, role-modeling, coaching, scheduling, and on-going development.
- Recruits and manages volunteers as needed per current Volunteer Policies and Guidelines.
- Expand existing programs and establish new programs and activities in accordance with strategic and operating plans.
- Respond to member and community inquiries and complaints in a timely manner.
- Develop and monitor program budget to meet fiscal objectives.
- Manage all aspects of programming to ensure budget, quality and safety expectations are met.

**Qualifications:**

- Bachelor's degree; related graduate degree preferred.
- Five or more years working in Child Development.
- Three or more years of management experience.
- Background must include strong skills in human relations, budgeting and fiscal management, financial development, and staff and volunteer management. Excellent human relations skills and an ability to maintain position communication with staff and members.

**Schedule:**

This is a Monday through Friday schedule with flexible work times between 7am and 6pm. No weekends.

**Benefits:**

Treasure Valley Family YMCA provides a progressive work environment with great benefits for qualifying full-time employees.

Benefits include:

- 12% employer-funded retirement plan after two years of service with immediate vesting and ability to make additional contributions to retirement benefits through 403(b) savings plan.
- High quality and affordable benefits including health (75% employer paid for family)

and dental insurance (50% employer-paid for family).

- Free use of YMCA facilities for immediate family.
- Generous paid-time off package, earning at the rate of 24 paid days off per year to start.

**Welcoming and Inclusion:**

At the Y, we welcome everyone whose behavior adheres to our core values of caring, honesty, respect, and responsibility. We advance our cause by building a stronger and more equitable community where everyone has the opportunity to learn, grow, thrive, and reach their full potential with dignity. The Y is a force for building bridges among all people—regardless of ability, age, birthplace, cultural background, ethnicity, faith, gender, gender identity, ideology, income, race, or sexual orientation. The Y is for all.

**How to Apply:**

External candidates must complete an online application. If you have any questions regarding the position please visit our website at [www.ymcatvidaho.org](http://www.ymcatvidaho.org) or contact [jobs@ymcatvidaho.org](mailto:jobs@ymcatvidaho.org).

All current YMCA staff must apply through their UKG account, and updated resume and cover letter is recommended.

Previous YMCA staff may email their updated resume and cover letter to [jobs@ymcatvidaho.org](mailto:jobs@ymcatvidaho.org) with the name of the job they are applying for in the subject line or apply through their existing UKG account.