

HUMAN RESOURCES, LABOR
RELATIONS, AND ADMINISTRATIVE
SERVICES DEPARTMENT
Telephone (203) 563-0118
Fax (203) 563-0295



TOWN HALL
238 Danbury Road
Wilton, Connecticut 06897

E-Mail Sarah.Taffel@Wiltonct.org

POSITION POSTING

HEAD AFTER SCHOOL COUNSELOR (Part-Time)

The Town of Wilton seeks a Head After School Counselor on a part-time basis (approximately 29 hours per week, 40 weeks per year). This position is responsible for planning, implementing, and leading core and non-core programs and experiences for children in a small group setting. The Head After School Counselor is also responsible for the general safety and development, growth, and skill achievement of the participants in the group. The position will provide high quality educational and recreational experiences for participants that focus on the Wilton Parks and Recreation Department core goals and values of safety, fun, wellness, respect, and leadership.

REQUIRED KNOWLEDGE, ABILITIES, AND SKILLS:

- Must be CPR/First Aid certified or able to complete the First Aid and CPR certification class provided by the Wilton Parks and Recreation Department prior to the start of the program;
- Ability to plan, organize, implement, and lead classes and activities associated with educational programs, camp, youth programs, recreation, or in a related field;
- Ability to work as a member of a team and the ability to accomplish tasks with little direct supervision;
- Ability to be creative and to think on your feet; and
- Must have strong organizations, interpersonal, and communication skills.

MINIMUM REQUIREMENTS:

- Bachelor's degree in education or a recreation-related field;
- Previous experience in an after school, day camp, and/or day care setting; and
- A valid driver's license.

Compensation: Up to \$30 per hour, depending on qualifications.

Application and copy of job description are available at www.wiltonct.org or call Town's Human Resources Department at 203/563-0118. Submit application, resume, and cover letter via e-mail (sarah.taffel@wiltonct.org), fax (203/563-0299), mail, or hand delivery. EOE.

Position Open Until Filled.

07/31/19:slt