



Lower Merion School Age Program – Site Supervisor

We are seeking a Site Supervisor for our School Age program in the well regarded Lower Merion School District. Our School Age Site Supervisor is responsible for the day to day operations of creating a fun, enriching and safe program for our school age children. The ideal candidate has teaching experience and exceptional interpersonal skills to work with staff, children and parents. This is an ideal position for graduate students or aspiring leaders in educational management. This is a year round, full time, benefits eligible position.

Formal Education, Work Experience & Certification:

- Minimum AA in ECE or Elem. Ed, BA in ECE or Elementary Education required or related field with 30 Education Credits
- Minimum of two (2) years of experience working with children or teaching experience

Skills and Knowledge:

- Experience creating and implementing stimulating enrichment lesson plans for school age children
- Excellent oral and written communication skills reflecting strong customer service and the ability to interact effectively with parents/guardians and school district personnel.
- Nurturing teaching approach
- Experience managing others
- High level of professionalism in terms of customer service and confidentiality

Qualified candidates may submit resumes to: melc-hr@melc.org

MELC is an equal employment opportunity employer and does not discriminate on the basis of sex, age, race, color, religion, national origin, mental or physical disability, sexual orientation, political affiliations, marital or veteran status. No application will be rejected as a result of a disability that, with reasonable accommodation, does not prevent performance of the essential job duties.