

## Fromberg Public Schools

319 School Street Fromberg, MT 59029 High School: (406) 668-7315 High School Fax: (406) 668-7669 Elementary School: (406) 668-7755

## Fromberg School Daycare/After-School Program Coordinator

Job Opening - Fromberg School Daycare/After-School Program Coordinator

We are seeking a dedicated and organized individual to fill the role of Coordinator for our Daycare and After-School program. The ideal candidate will be responsible for overseeing daily operations, record keeping, data collection and reporting into the State 21<sup>st</sup> CCLC data reporting system. The most important goal is ensuring a safe and nurturing environment for children, and leading a team of staff to practice the same philosophy. Strong communication skills, a passion for working with children, and prior experience in educational or childcare settings are required. If you are enthusiastic about creating a positive impact in the lives of children and their families, we would love to hear from you.

Wage is dependent upon experience. The two programs are going to be merged into one site, within separate locations. Hours will vary and will be dependent on enrollments within each program.

## **Fromberg After School Director**

Job Opening – After-School Program Director

We are looking for an enthusiastic and experienced individual to take on the role of Director for the Fromberg After-School Program. This position involves managing the program's daily activities, fostering a safe and supportive environment for students, and supervising staff members within the Afterschool Program. The ideal candidate will possess excellent leadership abilities, strong communication skills, and a genuine love for working with children and their families. If you are committed to making a difference in the lives of young learners and creating enriching experiences for them and inviting parents to participate within the program, we encourage you to apply.

This job would be Monday - Thursday 4:00 to 6:00 p.m. and would run until May 21st.

TO BEGIN THE APPLICATION PROCESS: Please complete the Fromberg District Classified Application along with a cover letter, 3 letters of reference and resume. Fingerprinting and background checks will be conducted with all candidates. Any questions please contact Jennifer Hickok-School Superintendent at 406-668-7315.