

THE SALVATION ARMY SAN ANTONIO AREA COMMAND

Job Posting

Date: May 24, 2010

Position/Job Title: Program Coordinator

Department: Mission Corps

Location: 1094 Fenfield

Status: ___ Exempt X Full Time ___ Part-Time

Hours 40

Job Summary:

- Plans, develops, directs, supervises and evaluates the day-to-day operations of the Mission Corps of The Salvation Army in the San Antonio area
- This is to maintain an environment conducive to the growth and development of children/clients, parents and staff consistent with the philosophy and goals of the Mission Corps and the policies of The Salvation Army
- This position will supervise and evaluate all staff of the Mission Corps After School Program and Senior Nutrition
- Promote the Mission Corps in the community and specifically to perspective families
- Ensure the Mission Corps remain in compliance with state, and local health and fire regulations
- Lead the teaching staff in the development and implementation of curriculum that is age appropriate, stimulating and educational
- Manage all operating procedures of the Programs.

Qualifications

- Bachelor's degree from an accredited college or university in Early Childhood Education, Child Development, Education or a related field,
- Master's Degree preferred
- Five years progressively responsible experience in child developmental program with a strong emphasis on curriculum development and supervision of childcare personnel, or any equivalent combination of education or experience.

This posting must be posted on all employee bulletin boards for 3 working days. Interested employees needing more information, please call Mrs. Lyles 210/922-6798