



STAFF REPORT TO THE CITY COUNCIL

DATE: Regular Meeting of October 10, 2017

TO: Members of the City Council

SUBMITTED BY: Christopher Roke, Parks and Recreation Director

SUBJECT: Amendment to the Children's Program Leader I/II Job Description

RECOMMENDED ACTION:

Approve minor modifications to the Children's Program Leader I/II Job Description to help attract more staff to work in the newly rebranded before and after school programs.

COMMISSION/SUBCOMMITTEE ACTION AND RECOMMENDATION: N/A

None.

FISCAL IMPACT OF RECOMMENDATION:

There is no fiscal impact from this recommendation.

DISCUSSION:

This fall the Child Care programs were rebranded. The morning program is now offered at the Teen Center, and it is called the Breakfast Club. The after school program is now the Kaleidoscope Kidz, a Recreational Afterschool Program (RAP). The Breakfast Club was also transitioned to the Teen Center which allowed us to expand the program from K-5 to K-8, and to open earlier in the morning to better serve the families in our community.

Because of these changes the job description is no longer current. Thus staff proposes making the following changes to the existing job description in order to attract more potential candidates. The changes as set forth in the attachment would focus on experience and make Early Childhood Education units desirable but not required as we are now operating the programs on a License Exempt basis. Staffing levels continues to be our biggest challenge. Without making these minor modifications to the existing Children's Program Leader I/II Job Description the program is in jeopardy of reducing numbers and/or closing because we are not able to attract enough qualified staff to keep the program going. These changes allow for more people to be eligible.

ATTACHMENTS:

Attachment 1: Proposed changes to Children's Program Leader I/II Job Description

