

WE ARE HIRING



KID ZONE STAFF

We are looking for friendly, responsible staff to help supervise and engage children in our Kid Zone—a free childcare space for members and guests while they use the facility.

JOB DUTIES:

- Supervise children ages 4-9
- Lead games, crafts, and activities
- Maintain a safe and positive environment
- Check children in/out
- Clean and organize play areas
- Communicate with parents and staff as needed

REQUIREMENTS:

Hours Part-Time:

**Flexibility with Mondays,
Tuesdays & Thursdays:**

3:30 PM - 7:30 PM

**(additional days depending
on programs and scheduling)**

- Must be at least 16 years of age
- Must pass background check
- CPR/First Aid (paid training)
- Reliable team players
- Enjoy working with kids
- Experience in childcare is helpful but not required

**SEND APPLICATION + RESUME
TO:
CYCCDIRECTOR@CRIVITZYOUTHINC.COM**

CYI Community Center

Kid Zone Staff (Part-Time)

Location: Crivitz Youth, Inc. Community Center (CYCC) – 901 Henriette Ave., Crivitz, WI

Position and Pay Type: Part-Time, Hourly, Pay based on experience

Schedule: Monday, Tuesday, and/or Thursday afternoons from 3:30 PM – 7:30 PM. Applicants must be available to work at least two of these days, with the possibility of working more days per week depending on programming and scheduling needs.

Position Summary: The Crivitz Youth, Inc. Community Center (CYCC) is seeking energetic, dependable, and caring individuals to join our Kid Zone team. Kid Zone provides a safe, welcoming environment for children ages 4–9 years while their parents or guardians utilize the Community Center facilities.

Kid Zone is offered as a complimentary service to CYCC members and guests. Staff members are responsible for supervising children, facilitating age-appropriate activities, and ensuring a positive experience for every family.

Essential Duties and Responsibilities:

- Arrive at least five minutes prior to the start of each shift to prepare for the day and greet families.
- Welcome families and ensure children are signed in and out by a parent or guardian.
- Supervise children ages 4–9 in designated Kid Zone areas.
- Engage children in active play, games, crafts, and other age-appropriate activities.
- Promote a safe, positive, and inclusive environment.
- Be familiar with Kid Zone policies, procedures, and designated activity areas.
- Recognize and respond appropriately to emergencies in accordance with CYCC policies and procedures.
- Complete incident reports when necessary.
- Perform opening and closing duties as outlined in Kid Zone procedures.
- Assist with other CYCC tasks, events, and facility needs when Kid Zone attendance is low.
- Maintain a professional and courteous attitude with children, families, and coworkers.
- Perform additional duties as assigned by CYI leadership.

Qualifications

- Previous experience working with children or in customer service is preferred, but not required.
- Must possess a high school diploma or equivalent, or be currently enrolled in a program leading to a high school diploma.
- Ability to communicate effectively in English.
- Must demonstrate reliability, responsibility, and a positive attitude.
- Ability to actively participate in children's activities and maintain supervision of multiple children.

The following certifications are required, and paid training will be provided by CYCC:

- First Aid Certification
- CPR with Heartsaver AED Certification

Additional Information:

- Kid Zone serves children ages 4–9 years.
- Parents and guardians utilizing Kid Zone services must remain within the CYI Community Center at all times while their children are checked in.
- This position is paid on an hourly basis. Only work authorized by the Director or Executive Director and performed on CYI property will be compensated.
- Additional hours may occasionally be available to assist with Community Center events and programming.

Why Join Our Team?

At CYCC, you'll have the opportunity to make a positive impact on local families by creating meaningful experiences for children in a fun, active, and supportive environment. This position is ideal for individuals interested in youth development, education, recreation, healthcare, or anyone who enjoys working with children.

How to Apply:

Applications are available online and at the CYI Community Center.

For additional information, please contact:

CYI Community Center

901 Henriette Ave., Crivitz, WI 54114

Phone: (715) 854-3109

www.crivityouthinc.com/community-center

cycdirector@crivityouthinc.com