

ORDINANCE NO. 18 - 24

By: Lori Ann Feibel

An ordinance to establish the full-time position of Child Care Administrator with the pay range of \$48,424 to \$68,290.

WHEREAS, the Child Care Administrator position has been filled as a seasonal position providing administrative support including, but not limited to, management of participant paperwork, billing, ongoing communication, and registration process management; and

WHEREAS, as childcare programming has expanded over the years, with the addition of the SOCO program and Before/After Care Program to the Jeffrey Summer Camp Program, and the addition of preschool administrative duties, this position has changed from a seasonal schedule to a year round position; and

WHEREAS, the demand on this position requires 40 hour weeks due to the increase in programming as well as the size of the programs, making the position eligible for full-time status:

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF BEXLEY:

Section 1.

That the position of Child Care Administrator is amended from part-time/seasonal to full-time with the duties set forth in the job description attached hereto as Exhibit A, and that the pay range for this position will be \$48,424 to 68,290 annually.

Section 2.

That this Ordinance shall go into full force and effect at the earliest period allowed by law.

Passed _____, 2024

Monique Lampke, President of Council

Attest: _____, 2024
Matt McPeek, Clerk of Council

Approved: _____, 2024

Benjamin Kessler, Mayor

First Reading: June 25, 2024

Second Reading:

Third Reading: