



AFTERCARE ASSISTANT - FAIRMOUNT CAMPUS

QUALIFICATIONS

- A minimum of a high school diploma
- Minimum of one year experience working with youth in an organized setting
- Possess excellent management, organizational and communication skills
- Have an inclination to punctuality and consistent attendance
- Desire to work in a multi-racial, urban, Christian school
- Have a commitment to Christ and urban Christian education

RESPONSIBILITIES

The Aftercare Assistant will be responsible for supervising and coordinating activities for 30 to 40 students at the elementary campus. The applicant must have good management skills and ability to monitor students during homework and play. Creativity is needed to develop a solid routine for students. This position will also include greeting parents, recording attendance and dismissal duties. Scheduled hours are from 2:30 PM-6:30 PM Monday through Friday, with approximately two Fridays a month 12:00 PM-6:00 PM.

Contact (initial applications must include resume and cover letter):
Tracye Burroughs, Principal—Fairmount, tburroughs@cityschool.org