



**The City School**  
LIGHT TO THE CITY

## **MORNING CARE ASSISTANT—SPRUCE HILL CAMPUS (PART TIME)**

### **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
- Desire to work in a multi-racial, urban, Christian school
- Have a commitment to Christ and urban Christian education

### **RESPONSIBILITIES**

The Morning Care 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. Position could be made full time with Phys. Ed. Teaching and Computer Teaching opportunities.

Contact (initial applications much include resume and cover letter):  
Elaine Hannan, Principal - Spruce Hill, [ehannan@cityschool.org](mailto:ehannan@cityschool.org)