Job Title: Aftercare Counselor
Reports To: Aftercare Director
Objective: Provide care and supervision after school

Education and Requirements:
- High School diploma or equivalent
- 18 years of age
- Pass a criminal background check and drug test
- Communicate effectively in English
- Ability to speak to large groups

Essential Functions and Responsibilities:
St. Bernard Academy Aftercare seeks counselors to assist with daily care and supervision after school. This includes maintaining supervision of large groups inside and on the playground, mediating interactions between children, and re-directing behavior that is not in line with the rules outlined by St. Bernard Academy. Additional services include sweeping and cleaning of the Aftercare rooms, as well as other duties as assigned. The ideal candidate will present a professional image and demonstrate sound judgment and initiative. Additionally, the counselor will ensure the following:
- Safe and risk free environment at all times while meeting the individual needs of participants
- The developmentally appropriate practices applicable to the behavior management of children

Schedule:
Part-time; Typical hours are approximately 2:00-6:00 pm Monday through Thursday and 1:00-6:00 pm Fridays. Other times depend on early dismissals and school closures.

Compensation:
Hourly, competitive rate with a potential increase after 90 days

Physical Requirements:
While performing the duties of this job, the employee is regularly required to: speak, hear, stand, walk, sit, use hands to finger, handle, grasp or feel; smell, and reach with hands and arms. The employee is occasionally required to kneel or crouch. Specific vision abilities required by this job include close vision, distance vision, peripheral vision, and ability to adjust focus. Must have the ability to understand and present materials and communicate with constituents and co-workers in a harmonious manner. Reasonable accommodations may be available to allow the employee to perform the essential functions of the job.