



## g360 Job Description for After-School Teacher

<b>Title:</b> After-School Program Provider	<b>Department:</b> g360
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<b>Reports to:</b> Director of g360	<b>Work Schedule:</b> M-F, afternoon, hours may vary	<b>Positions Supervised:</b>
<b>Job Status:</b> Part-time, number of hours can vary from 15-19 per week	<b>FLSA Status:</b> Non-exempt (hourly)	<b>Date Revised:</b> July 2020

### **POSITION SUMMARY:**

After-school Program Provider works with the school's elementary aged children during the hours of 3pm-6pm every weekday.

### **PRINCIPAL RESPONSIBILITIES**

- Care for Elementary aged children 3-10 years of age in the after-school program
- Maintain a safe and nurturing scholastic environment
- Communicate with teachers, parents, and staff on an on-going basis
- Organize and implement age-appropriate activities
- Collaborate with other teachers for activities and child-care

<b>Education:</b> <ul style="list-style-type: none"><li>• High School Diploma</li><li>• College degree preferred</li></ul>	<b>Experience:</b> <ul style="list-style-type: none"><li>• 3 years working in a child-care facility or school preferred.</li></ul>
<b>Competencies:</b> <ul style="list-style-type: none"><li>• Strong verbal communication skills</li><li>• Knowledge of age-appropriate activities</li><li>• Strong classroom management skills</li></ul>	<b>Licenses and Certifications:</b> <ul style="list-style-type: none"><li>• CPR/First Aid</li></ul>
<b>Specialized Skills and Knowledge:</b> <ul style="list-style-type: none"><li>• CPR &amp; First Aid Certification required</li><li>• </li></ul>	<b>Working Conditions:</b> <ul style="list-style-type: none"><li>• General classroom and playground conditions</li></ul>
<b>Physical Demands:</b> <ul style="list-style-type: none"><li>• Lifting up to 20 pounds, standing, walking, sitting, reaching, operating computer and other office and classroom equipment</li></ul>	