



POSITION TITLE: After School Program Director

St. John's Episcopal School is distinguished by 70 years of demonstrated success in preparing children for lives of learning and service in our ever-changing society. Renowned for its Episcopal identity, a core belief in the potential of our children and the sanctity of childhood, the school delivers an unparalleled, values-driven preparatory education. Hard work, faith, honesty, and a commitment to excellence allow our graduates to thrive in high school, college, and beyond.

Located in the heart of thriving Tampa, St. John's Episcopal School provides an exceptional education for 570 students in pre-kindergarten through eighth grade. The School's Core Values and Episcopal identity focus on inclusivity, support, respect, and the shared values reflected in the school's mission statement. Our students are *Empowered to Lead, Inspired to Serve*. A feeling of positive energy, optimism, respect, and kindness permeates our campuses.

POSITION DESCRIPTION:

St. John's seeks an energetic and dynamic individual with demonstrated professional excellence to join our outstanding Middle Division team as an **After School Program Director**. This is a part-time position with an **immediate start date**. The successful candidate will be expected to successfully meet the following responsibilities:

The specific duties of the After School Director will provide a safe, nurturing, and well-supervised after school program; be the liaison with parents, school administrators, teachers, volunteers, and visitors to display the program positively. This position is responsible for planning and development of the creative environment, and preparation of needed materials and supplies. In addition the After School Director is responsible for the collection of program data and assisting with after school enrichments. The After School Program Director ability to establish authority through leadership, communication, and most importantly patience, will be required in giving our students the stability and nurturing atmosphere they need after school hours. The Director is directly responsible for creating a positive and fun atmosphere.

Qualified candidates are invited to submit a current resume, cover letter, and list of not fewer than three references to: Diane Scott, Executive Assistant to the Head of School, at dscott@stjohnseagles.org. The position will remain open until filled. St. John's Episcopal Parish Day School is an equal opportunity employer.