



**ACE Program Associates:** The ACE Program is seeking caring, creative, and energetic community members to staff its after school program serving Burnham and Booth Free Schools.

**Responsibilities:** Associates assist with day to day running of the ACE Program including:

- Supervising students age 4-10 who attend the after school program
- Assisting with homework, leading enrichment activities, and playing games with students
- Keeping ACE Supplies neat and organized
- Communicating with families at pick up

Staff hours are from 3:00 PM to 6:00 PM on regular days, and from 12:30 PM to 6:00 PM on half days of school, Monday through Friday.

**Requirements:**

- Physically able to perform the essential functions of the job with reasonable accommodations. Must be able to supervise and manage groups of 6 to 10 children.
- Childcare or Educational experience is a plus.
- A background check is required for all new staff members.

All who are interested, please email [acebridgewater@gmail.com](mailto:acebridgewater@gmail.com) to apply.