



HISTORY: Founded in 1909 by the Sisters of St. Dominic from Newburgh, NY, the teachers and staff at Immaculata have long served students from many backgrounds and of various faiths from the Durham community and beyond. The Sisters believed that a Catholic education that demands academic excellence should be available to any family who sought such a foundation. More than a century later, Immaculata continues its legacy by educating students with the same focus and mission.

MISSION: The mission of the Immaculata Catholic School family is to build a community of learning under the patronage of Mary, the mother of Jesus. Relying on Gospel teachings and values, we view learning as a lifelong endeavor to grow spiritually, intellectually, socially, aesthetically, and physically. We commit to live as disciples of Jesus Christ and to be responsible citizens of the world.

ROOT BELIEFS: Immaculata operates on the following root beliefs:

- Every person is a beloved and unique child of God.
- Our diversity strengthens and unites us.
- God is present in all that we do.
- Like a family, ICS is a safe, loving and supportive place.
- Everyone can learn, and we are learning all the time.

CORE VALUES: IMMACULATA WAY OF LIFE (RISE)

Character development, faith formation, and academic excellence are inseparable at Immaculata Catholic School. All members of the Immaculata community are expected to embrace the following governing principles which promote our way of life:

- **Respect** God, self, and others. Recognize that every person has worth and act accordingly. Treat all people and all life with dignity.
- Be a person of **Integrity**. Always tell the truth and be responsible for your thoughts and actions.
- Live a life of **Service**. Ask, "What can I do for others?" Strive to use your gifts to make the world better for everyone.
- Produce **Exemplary** work. Show that you care for God, yourself, and others by consistently doing your best.

JOB DESCRIPTION

Position: After-Care Counselor

Immaculata Catholic School in downtown Durham, NC, is currently interviewing candidates for After-Care Counselor.

- Plan and supervise fun activities such as arts and crafts, or movement skills such as sports, music or dance.
- Serve snacks and be sure the kids clean up after eating.
- Provide support for students to ensure they get their homework done if required.
- Supervise and pay close attention to children within a playground setting.
- Be aware of any behavioral or emotional issues that may need to be addressed.
- Assist program director in logistics regarding closing and organizing for the end of day.
- Sincerely enjoy working with kids from PreK through middle school
- Integrate values and attitudes that support school wide core values of reverence, service, and leadership.
- Exhibit a strong sense of personal accountability and high expectations for student academic achievement, behavioral, and social-emotional development.
- Fulfill extra duties as assigned by the program director.
- Develop and maintain positive communication and relationships with students and colleagues.
- Contribute to a positive Catholic school culture.

Key Responsibilities / Day-to-Day Job Functions

- Position entails supervision of students in the after-care program.

Minimum Requirements

- Must be 18 years or older to apply.

Job Type: Part-time

Starting at: \$15 per hour

Schedule: Monday to Friday 3:25-5:30 p.m., flexible scheduling

Experience: Childcare: 1 year (Preferred)

Work Location: In person