



AFTER SCHOOL CARE STAFF

Briarwood Christian School (BCS), a ministry of Briarwood Presbyterian Church, located in Birmingham, Alabama, is a co-educational school serving over 1600 students in grades Junior Kindergarten through 12. The school exists to provide a Christ-centered transformational education that equips and inspires each student to glorify God by maximizing his or her God-given abilities.

This is a part-time position reporting to the Director of After School Care Program & Lower School Principals.

Personally, the employee's life shall reflect

- A lifestyle of biblical integrity
- A spirit of dedication, commitment, flexibility and responsiveness
- A willingness to listen and respond to counsel
- Get along with others and excel at building and stewarding relationships
- Be a self-starter and be able to work diligently without supervision

Character and Competencies

- Mature, living, and active faith in Jesus Christ, and membership in good standing of a local evangelical church
- A passion and ability to effectively contribute to a positive work environment
- Demonstrated passion for and support of Christian Education
- Possess strong communications and interpersonal skills
- Agreement with the school's Statement of Faith and a lifestyle consistent with the school's Declaration of Moral Integrity (available on school website)
- Successfully complete a criminal background check (reviewed periodically) and MinistrySafe training (renewed every three years)
- A minimum of a high school diploma or GED equivalent; a Bachelor's degree is preferred
- Demonstrated experience working effectively with children

Scope of Responsibilities

- Days/Hours- Monday through Friday (various shifts starting at 2:00 pm and ending at 5:30 pm)
- Supervision of students in our school's after school care program
- Carry out school's safety and security plan to keep children safe
- Create and implement daily activities
- Supervise games and other activities
- Assist with homework
- Supervise playground/gym time
- Assist children with snacks
- Encourage age appropriate social skills
- Provide effective discipline to enhance the provision of a nurturing, Christ centered environment under the supervision and guidance of the director
- Communicate with director (and if needed to parents) to address discipline issues
- Aid in the spiritual, emotional, and social development of each child
- Pray with and over each child and their family

- Provide aid and care to hurt, sick, and sad children
- Provide a safe, calm, and controlled environment
- Coordinate and assist with all afternoon carpools and buses, if needed
- Maintain and organize activities during special circumstances requiring out of the ordinary arrangements such as Grandparents Day, Conference days
- Be aware and able to address allergy and medical needs
- Be diligent to confirm all special pick-up circumstances

How to Apply

- Prepare a one-page cover letter naming the title of the opening and including a brief introduction, Christian testimony, church involvement and outline of your key attributes that you feel reflect your suitability for this position.
- Prepare an up-to-date resume, listing all personal contact information, contact details of three references (who we will only contact after confirming with you), detailed educational credentials, and relevant work experience.
- Submit your cover letter AND resume to bcsemployment@bcsk12.org
- Select candidates will be asked to complete an online application by invitation only.

UPDATED 07/10/2024