



POSITION TITLE: After School Program Assistant

St. John's Episcopal School is distinguished over 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 600 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 Primary Division team as an **After School Program Assistant**. This is a part-time position is Monday-Friday from 2:30 pm-6:00 pm and has an **immediate start date**. The successful candidate must be at least 21 years of age and will be expected to successfully meet the following responsibilities:

The specific responsibilities of the After School Assistant are, but are not limited to:

- Provide a safe, nurturing, and well-supervised after school program for children from the age of four to seven.
- Supervise outdoor and indoor play.
- Supervise high school assistants to be sure they are actively involved with the children.
- Monitor signing students in and out each day.
- Monitor and enforce the Extended Day Program rules and expectations.
- Assist the After School Director as directed.

QUALIFICATIONS:

- Experience working with children in a school setting is preferred.

St. John's Episcopal School is an exceptional work environment with low employee turnover. This position provides a truly outstanding individual the opportunity to join Tampa's premier K(4)-8 school and truly 'make a difference' in the lives of children and colleagues. Qualified candidates are invited to submit a current resume, cover letter, and list of not fewer than three references to: Ana Ibanez, Director of Primary Division, at aibanez@stjohnseagles.org. The position will remain open until filled. St. John's Episcopal Parish Day School is an equal opportunity employer.

