

MUSTANG PUBLIC SCHOOLS
MUSTANG, OKLAHOMA

TITLE:	Bronco Club Student Assistant
QUALIFICATIONS:	Current high school; Good oral and written command of English *High school students eligible as part of Bronco Club Outreach Program
REPORTS TO:	Bronco Club Site Coordinator & Community Educations' Bronco Club District Coordinator

PERFORMANCE RESPONSIBILITIES:

1. Follow and assist with program activities as set forth by the site coordinator.
2. Work directly with children to meet their needs under direct supervision of coordinator, teacher and/or teacher assistant.
3. Remain actively engaged, involved, and interacts with children.
4. Prepare and serve snacks, clean-up area after snack time.
5. Put away equipment and materials at the end of each day.
6. Report out-of-the ordinary behavior problems to site coordinator.
7. Establish and maintain cooperative relations with co-workers.
8. Maintain appropriate emotional control, physical health, and personal appearance.
9. Maintain confidentiality.
10. Abide by all Bronco Club policies and procedures.
11. Other duties as assigned.

TERMS OF EMPLOYMENT:

Contract will be for the length of the school year. Rate of pay is \$12.00 an hour.

EVALUATION:

Job performance to be evaluated by the Bronco Club Coordinator.

PHYSICAL DEMANDS:

Ability to stand, walk, squat frequently.

Ability to lift up to 10 pounds frequently.

Ability to walk or move long distances from location to location around the building multiple times each day.