

Before/After School Care Provider

Before School Position: M-F 2.25 hours 5:45-8:00am Preschool - 4th grade

After School Position: M-F 2.25 hours 3:15-5:30pm Preschool - 4th grade

Snow Day Position: As needed, any hours between 6:00am - 5:30pm PS-4th

Start date: **Aug 22, 2024**

Reports To: Early Childhood Director & Executive Director

Purpose: The Before/After school child care worker is responsible for fulfilling the mission of Unity Ridge Lutheran School by providing a safe, loving environment for children who are in our before and after school program.

Qualifications:

- Minimum age of 16
- In agreement with the UR Statement of Faith
- Active member/regular church and committed to growth in their personal relationship with Jesus Christ.
- Relates well to children at all grade levels in a positive and nurturing manner.
- Experience working with children is preferred.
- Must be able to pass child abuse background check.
- Currently obtains or willing to obtain the following trainings within the first three months of start date (free):
 - First Aid/CPR
 - Mandatory Child Abuse Reporter
 - Child Care Essential Pre-Service Training
- Must be physically able to effectively work indoors and outdoors.
- Must be able to frequently assume postures at low levels to allow physical and visual contact with children, see and hear well enough to keep children safe, and engage in physical activity with children.

Professional Profile:

- Demonstrates commitment to the mission of UR
- Characterized with integrity and maintains confidentiality
- Utilizes critical thinking and problem-solving skills.
- Demonstrates excellence in communication.
- Uses good judgment.
- Keeps children as the primary focus.
- Demonstrates consistent spiritual leadership.
- Maintains a high level of attendance and is punctual.

Responsibilities:

- Supervises children and is mindful of their safety at all times, ensuring that first aid is given to all children in need.

- Engages children in interactive activities including organized arts and crafts, singing, sports activities, & games while maintaining a safe environment.
- Demonstrates a customer service focus through a display of courtesy, service, cooperation, hospitality, sensitivity, and professionalism
- Serves as a positive role model for all children.
- Establishes a professional relationship with parents, greeting them at drop-off time.
- Cleans up afterward.
- Circulates among the children and is alert to their needs.
- Maintains a clean, orderly, and safe space for children.
- Communicates with the Director as needed on any child safety or discipline issues.
- Performs all other duties as assigned.