

**Position Details:**

Part-time position

Monday-Friday 2:15-5:45 pm

Optional: Serve on PIM child-care team Tuesday evenings (5:30-7:30 pm, on dates as scheduled)

**General duties for an After-School Care (ASC) Teacher include, but are not limited to:**

1. Along with the ASC team, implement lesson plans, schedules and routines designed to promote spiritual, physical, academic, and social growth for children enrolled in the ASC program.
2. Develop a positive relationship with each child and each child's family to promote optimal growth and development.
3. Participate in worship at the beginning of the after-school care program.
4. Assist in maintaining up-to-date records to document the progress and growth of each student.
5. Assist/teach personal hygiene, specifically toileting and hand washing.
6. Help maintain facility in a clean, safe, and satisfactory condition.
7. Fulfill other duties as requested by the ASC Lead Teacher and/or HoS.
8. Understand and implement Foundations' philosophy.
9. Meet and follow all regulations, requirements, and policies as laid out in the Staff Manual.
10. Conduct yourself in a professional manner by being punctual, wearing appropriate attire, and using positive, edifying language.
11. Maintain confidentiality.
12. Maintain positive relationships with volunteers, visitors, board members, other staff, community partners, and families involved with the program.

**To be hired as after-school care staff one must meet all of the following requirements:**

1. Be at least 18 years old.
2. Have a high school education or GED at a minimum, and be attending classes or be enrolled in a program focusing on child development or a related field.
3. Submit to a background check.
4. Have a heart for the urban community and participate in ongoing training in matters related to serving in an urban setting.
5. Have a love for the Lord Jesus Christ.
6. Be committed to Christian pre-school education for children and their families.