

THROUGH EARLY EDUCATION, YOUTH SERVICES, AND FAMILY AND COMMUNITY SERVICES TRF'S MODEL PROVIDES A COMPREHENSIVE, HOLISTIC APPROACH TO BREAK THE CYCLE OF POVERTY AND HELP FAMILIES THRIVE.

POSITION OVERVIEW

Under the supervision of the Site Supervisor, the School-Age Teacher is responsible for the supervision and planning of large and small group activities for the children according to their needs, interests and individual development. The Teacher will implement the goals and objectives of the program through activities that are physically, intellectually, creatively stimulating. The Teachers support the Site Supervisor in all aspects of the program administration and goals.

DUTIES

- Participates in creating weekly age-appropriate curriculum (activity plans) to nurture and stimulate the psycho social, cognitive, and cultural needs of the children in their care guided by program curriculum
- Completes attendance records, maintains up to date emergency forms, lesson plans, individual child development profile and other records as needed
- Provides homework assistance and tutoring for students
- Regularly assess student to inform and refine instruction to best meet student needs
- Prepare and implement academic and social enrichment activities
- Work cooperatively with Site team to review student progress and co-plan weekly activities

CLASSROOM MANAGEMENT

- Completes checklist to ensure that classroom is kept neat and orderly
- Completes documentation and reports of all incidents, accidents or behavioral outbursts
- Complete daily, weekly, and monthly logs and reports as requested by supervisor
- Work with teachers and school staff to build and support positive behavior expectations by reinforcing rules and expectations in classrooms and elsewhere on campus
- Reinforce school-wide rules and expectations throughout the Center
- Develop short and long-term goals for individual child and overall group

SUPERVISION AND OTHER DUTIES

- Participates in supervision meetings on a weekly basis with site supervisor
- Provides supervision and care to children in the classroom and actively participates in classroom and outdoor activities
- Completes daily ratio counts and ensures that ratios are met at all times
- Reports regularly to the supervisor any issues of concern that need immediate attention
- Completes and reports any symptoms of child abuse to supervisor and/or the Child Abuse Hotline
- Completes daily health checks regarding hygiene, safety, and overall well-being of children

After-School Teacher

PROFESSIONAL GROWTH

Participate regularly in professional development opportunities, grade and subject specific, collaborative meetings, staff meetings, and both on- and off-site training.

QUALIFICATION AND EXPERIENCE REQUIREMENTS

The requirements listed below are representative of the knowledge, skills, and/or abilities required to perform the job successfully.

- Bilingual English/Spanish preferred. English proficiency supporting professional-level verbal and written communication to children, parents and other staff members required.

EDUCATION/CERTIFICATIONS

- Minimum of 24 units in either, or combination of; Child Development or related fields: Recreation (art, music, and dance) or Physical Education (indoor and outdoor sports activities), Human Services and Social Welfare (nursing, psychology, or home economics) or units earned toward an elementary or middle teaching credential. Experiences working with children in child care setting
- Successfully pass all post offer, pre-employment screening requirements, including criminal background check, drug test and provide proof of eligibility to work in the United States.

SPECIAL SKILLS AND ABILITIES

- Ability to work independently and as a team member.
- Ability to prioritize and manage multiple and diverse priorities.
- Must have the ability consistently show good judgment and decision-making skills.
- Possess strong creative and organizational abilities.
- Professional appearance and attitude.
- Computer literate with hands-on experience.
- Able to communicate effectively verbally and in writing.
- TB test clearance, to be renewed every two years.
- Must have all required vaccinations

PHYSICAL REQUIREMENTS

- To perform this job the individual must be able to carry out all essential functions satisfactorily. Reasonable accommodations may be made to enable qualified individuals with disabilities to perform the essential functions of the job.
- Approximately 50% of time is spent sitting, while frequently required to walk, stand and bend.
- Occasionally required to stoop, kneel, crouch or crawl.
- Employee will be required to lift and/or move up to 25 pounds without assistance.

**Position offers FT or PT Summer Hours and PT Hours during the School-Year*

COMPENSATION

Salary \$20-\$22 per hour.

Compensation will be determined based on experience and education

APPLY ONLINE:

