



INVENIENS CHRISTUM

POSITION DESCRIPTION

Title: After School Care Worker

General Description:

The After School Care Worker is responsible for the supervision and engagement of students enrolled in our After School Care Program.

Duties may include, but are not limited to, the following:

- Support our mission to enhance *the education of the whole child in a Christ-centered environment where faith and friends grow together.*
- Ensure the safety and supervision of students walking from school classroom/cafeteria to appropriate After School Care classroom.
- Foster a caring environment while engaging students in daily activities, projects, and homework assistance.
- Ensure all administrative matters (attendance, sign-out, etc.) are performed and properly documented.
- Provide for a safe environment by ensuring access is restricted to After School Care space at all times.
- Perform daily clean-up of After School Care space and complete daily closing procedures.
- Other duties as assigned by the After School Care Director.

Candidate Requirements:

- Must remain current on CPR and First Aid training.
- Must allow for valid background and CAN check to remain on file.
- Must have earned high school diploma or GED; experience with children preferred.

- ❖ Reports to: After School Care Director
- ❖ Hours: 2:30 PM – 6:00 PM, Monday through Friday
- ❖ Status: Part-time/Non-exempt (hourly)

Contact: Send cover letter and resume to Bambi at bambihelps@saintandrewacademy.org

SAINT ANDREW ACADEMY

7724 COLUMBINE DRIVE • LOUISVILLE, KENTUCKY 40258