STONEBRIDGE SCHOOL
Empowered in Christ. Equipped for Life.

Extended Care Associate

Position Summary: The Extended Care Associate supports the school's mission by providing a safe, nurturing, Christ-centered environment for preschool through 8th-grade students during after-school care, in accordance with the program's schedule, policies, and procedures.
Classification: Part-time, Non-Exempt
Supervised by: Extended Care Coordinator
Pay Rate: $20 per hour (approximately 18 hours per week; Monday-Wednesday, Friday, 3:00 - 6:00 pm; Thursday 11:30 am-6:00 pm)

Required Professional Qualities

It is expected that the Extended Care Associate will:

- Possess a high school diploma or a GED equivalent.
- Have experience working with children.
- Must obtain and maintain CPR/First Aid certification.
- Be a self-motivated, hard-working individual.
- Enjoy working with children.
- Be attentive to and interactive with students.
- Possess excellent communication skills.

General Responsibilities

It is expected that the Extended Care Associate will:

- Monitor individual and/or groups of students in a variety of settings (e.g. snack time, group or individual games, playground activities, classroom, homework time, etc.) to provide a safe and positive learning environment.
- Organize quiet or active, age-appropriate indoor and/or outdoor activities to actively participate in the learning activities with children.
- Communicate with school staff (e.g. Extended Care Coordinator, Principal, office personnel, maintenance, food services staff, etc.) to convey and/or receive information required to perform job functions.
- Perform other duties as assigned by the Extended Care Coordinator.
- The usual and customary methods of performing the job's functions require the following physical demands: lifting, carrying, pushing, and/or pulling, some climbing and balancing, frequent stooping, kneeling, and/or crouching.