



AFTER-SCHOOL PROGRAM LEADER:

LINK Grinnell is working to build a team of program leaders willing to use their passion and skills to help create an inspiring, creative, warm, enriching, educational, and **fun** environment for children ages 5-12 in our after-school and school break programs!

If you're interested in joining us but cannot commit to every day, or participate in a sport or activity, simply note that information in the application process.

Essential Responsibilities:

- ★ The position is responsible for the care and supervision of children in the LINK Grinnell after-school program weekdays between approximately 3:00-6:00 p.m. and on no-school or school break days between approximately 7:30 a.m. and 6:00 p.m.
- ★ Program Leaders work with a variety of team members to use their specific skills in a group setting to create an environment in which children and adults can thrive.
- ★ In this role, you will provide supervision and appropriate guidance to children at all times, serving as a positive role model and following all state licensing requirements.
- ★ Program Leaders will assist the director and site supervisor(s) as needed to ensure overall success of the program.

Skill Requirements:

- ★ Demonstrate a strong desire to work with children; must be able to relate well with children and be sensitive to the needs and feelings of others.
- ★ Willingness to work as a member of the team to ensure children are cared for in a safe, supportive, and nurturing environment.
- ★ Display critical thinking, creativity, and problem-solving skills.

Employment Standards:

- ★ Must be at least 16 years of age; preferably someone interested in or pursuing a degree in child development, early childhood or elementary education, or youth programming.
- ★ Capable of lifting 50 pounds on a regular basis.
- ★ Ability to work in a variety of weather and temperature conditions.

Conditions of Employment:

- ★ Position requires a criminal background and abuse registry check, including fingerprint verification.
- ★ Once hired, Program Leaders are required to complete training and continuing education classes (costs covered by employer) in CPR, First Aid, Mandatory Abuse Training Program and Essentials Child Care Preservice program, if they have not already completed these trainings.

Hours/Compensation: This is a part-time, flexible, hourly position. Compensation is commensurate based on experience and/or education and starts at a minimum of \$12/hour.

To Apply: Please email a cover letter and resume to director@linkgrinnell.org to apply. Applications will be accepted until all positions have been filled.

Note: This job description in no way states or implies that these are the only duties to be performed by the employee(s) incumbent in this position. Employees will be required to follow any other job-related instructions and to perform other job-related duties as requested by any person authorized to give instructions or assignments. All duties and responsibilities are essential functions and requirements are subject to possible modification to reasonably accommodate individuals with disabilities.

This Activity is not sponsored by Grinnell-Newburg School District, any of its schools or groups officially associated with the District.