

Job Title: After-School Program Staff

Position Type: Part-Time

Reports To: Program Coordinator / Site Supervisor

Position Summary

We are looking for energetic, responsible, and positive team members to join our After School Program. Staff members will lead activities, supervise students, and create a safe, fun, and supportive environment. This position is perfect for young people who enjoy working with kids and want to make a difference in their community.

Responsibilities

- ★ Actively supervise and engage with children during program hours — students are always the top priority.
- ★ Lead or assist with activities such as homework help, games, arts and crafts, sports, and group projects.
- ★ Participate fully with students (not sitting on the sidelines).
- ★ Enforce program rules fairly and consistently while modeling respect and kindness.
- ★ Keep phones away during program time — use is only allowed in emergencies.
- ★ Help clean up and organize your activity area at the end of each day.
- ★ Maintain attendance and follow safety procedures.
- ★ Communicate with staff and supervisors to ensure a positive program experience.

Qualifications

- ★ At least 16 years old (high school juniors, seniors, or college students encouraged to apply).
- ★ Enthusiasm for working with children and being a positive role model.
- ★ Responsible, reliable, and able to work as part of a team.
- ★ Experience with kids (babysitting, tutoring, volunteering, etc.) is a plus, but not required training will be provided.
- ★ Must pass background check requirements.

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