

Part Time After School Club Teacher

The Epiphany School of Global Studies seeks a part time after school club teacher, beginning in August 2020. We are a college-preparatory community of faith that is committed to creating globally aware students who are prepared to thrive in the world around them. Epiphany's Lower School campus is a lively center of growth, discovery, and learning for students in grades K-5.

Reports To:

After School Club Coordinator

Hours:

2:00pm-6:00pm, Monday-Friday

Responsibilities:

- Supervise students in grades K-5 who are enrolled in the after-school program
- Develop and lead a variety of activities and games
- Homework Assistance - assist individually or in small groups, provide support and guidance to each child, provide parents with feedback on homework progress
- Communicate with parents
- Communicate with school day teachers on homework assignments and provide feedback
- Communicate with administrative assistant
- Maintain discipline
- Monitor student attendance
- Responsible for necessary housekeeping duties in classroom, common use areas, and playground
- Coordinate snack time and bathroom breaks
- Maintain overall professional appearance
- Promote the four core values of respect, responsibility, integrity, and service
- Follow the policies and procedures as outlined in the Epiphany Faculty and Staff Handbook and the Epiphany Community Handbook