

CHILDCARE WORKER

JOB TITLE: Before and After School Counselor

PAY STATUS: Part Time/Hourly

PAY RATE: \$10.00 TO \$12.00 PER HOUR

DESCRIPTION

The Howard Mohr Community Center's "Clubhouse" has immediate openings for our before and after school program. Our counselor position is a part-time position scheduled to work Mon – Fri up to 20 hours per week during the school year. Additional hours may be obtained or required related to meetings, trainings, late pick-ups or special events. Under the direction and supervision of the Day Care Director this position is responsible for supervising children ages 5 to 12 while leading games, arts and crafts, and a variety of planned activities.

PROGRAM HOURS

After Care: Mondays through Fridays 2pm – 6pm

Flexible schedule based on staff availability

QUALIFICATIONS

Must be 18 years or older

Must have driver's license

Must be able to pass drug and background check

ESSENTIAL DUTIES AND RESPONSIBILITIES

Facilitates the daily/weekly lesson plan as directed by the Director.

Provides direct leadership to the assigned group unless relieved properly by an appropriate staff person.

Maintains constant visual contact with all children. Develops and maintains constant visual contact with children. Develops and maintains a positive relationship with children, parents, and staff. Attends all required training sessions and staff meetings.

APPLY IN PERSON AT:

The Howard Mohr Community Center

7640 Jackson Blvd. Forest Park, IL 60130

708-771-7737