Glen Ridge Public Schools Child Care Program

Title: Child Care Aide for Before and After Care Program

Location: Glen Ridge Public Schools (Linden and Forest Avenue Schools)

Job Type: Part-Time                      Wage: $11.71 per hour

Compensation Type: Hourly

Start Date: 8/31/2017

Job Description: The Child Care Aide will provide a warm, safe, stimulating environment for children in before and after care. This role will assist the Site Coordinator in planning and implementing structured daily activities and projects for children and supervise children and enforce program rules. This role is required to attend mandatory monthly Friday Staff Meetings at 1:30pm on the last Friday of the month. Students of Early Childhood Education, Applied Behavior Analysis and Special Education are encouraged to apply.

Only candidates able to work in both Before and After Care need apply. Before Care (7:00-8:30am) and After Care (2:45pm-6:00pm) Monday through Friday.

Primary Responsibilities:

- Supervise children
- Implement snack time
- Keep area clean and organized
- Provide homework help
- Supervise indoor and outdoor play time to ensure student safety
- Communicate with Site Coordinator on children’s behavior and progress in the program
- Utilize positive discipline techniques, creativity, and engage children through games, conversations, projects, sports, arts and crafts

Qualifications:

- Some experience working with children
- High School Diploma

Preferred Qualifications:

- Substitute Teacher’s Certificate
- CPR certified
- Experience with students with disabilities

Application Instructions: Please email resume to radams@glenridge.org.