



Shore Christian Academy

Job Title:	Before School / After School Care Worker
Level/Salary Range:	\$12/Hour (Minimum Wage)
Position Type:	Part Time
Applications available by calling, email or from our website: www.shorechristianacademy.org	
APPLICATIONS ACCEPTED BY: FAX OR EMAIL: 757-442-3998 or shorechristianacademy@verizon.net Subject Line: Employment Application	MAIL: Shore Christian Academy 11624 Occohannock Road Exmore, VA 23350
Job Description	
<p>DUTIES AND RESPONSIBILITIES</p> <ul style="list-style-type: none"> • Supervise students during before/after school care • Supervise students in and out of the classroom, including in the halls, on the playground and in the cafeteria • Follow proper student sign in and dismissal procedures for Before Care. • Follow proper student check in and dismissal procedures for After Care. • Monitor students. • Play with students on playground/classroom. • Assist students with homework. • Resolves conflicts with children and parents. • Perform other duties as assigned. <p>KNOWLEDGE OF</p> <ul style="list-style-type: none"> • Childcare. • Interpersonal skills using tact, patience, and courtesy. <p>ABILITY TO</p> <ul style="list-style-type: none"> • Have a positive attitude to build relationships with students quickly, allowing them to establish respect in the before/after school setting. • Possess the ability to be firm but friendly and must be able to be courteous and professional when dealing with parents, children, and other co-workers. • Be adaptable and flexible enough to work with students of varying ages. • Resolve conflicts with students. <p>PHYSICAL DEMANDS</p> <ul style="list-style-type: none"> • Work is performed while standing, sitting, walking, and climbing stairs. • Requires the ability to communicate effectively using speech, vision, and hearing. • Requires the ability to lift, carry, push, or pull light weights, up to 50 pounds. 	