



Aftercare Monitor Job Description

This position reports to the Dean of Students. The aftercare monitor prayerfully helps students learn skills and attitudes that will contribute to their development as mature, able, and responsible Christian men and women to the praise and glory of God. This job description is not an exhaustive list of duties, and the school board and administration may ask employees to complete tasks outside of this scope.

Qualifications

- Must be at least 16 years of age.
- Must have previous experience working with elementary school aged children.
- Possess basic knowledge and understanding of school aged children.
- Be a self-starter and perform job with little supervision.
- Possess the ability to communicate effectively both verbally and in writing.
- Possess the ability to follow written and oral directions.
- Candidate must complete required District and state credentialing requirements (Background check and Fingerprinting)
- A strong clear Christian testimony
- A lifestyle of biblical integrity
- Acceptance without reservation of the Statement of Faith , and Declaration and Agreement to Ethical and Moral Integrity
- CPR/AED/Fist Aid Certification is a plus

Duties and Responsibilities

Spiritual

- Models a consistent daily walk with Jesus Christ in speech, actions, attitudes
- Actively involved in church
- Follows Matthew 18 principle in dealing with interpersonal conflict
- Encourages students to accept God's gift of salvation and grow in their faith

Instructional

- Effectively partners with parents
- Ministers to the whole child—spiritual, intellectual, physical, social, emotional.
- Maintains a fun and safe environment
- Oversees student interactions through play
- Distributes snack in an orderly fashion and ensures options are allergy free for all students with allergy needs
- Handles issues that arise from a biblical worldview

Non-instructional and Professional

- Adheres to all policies and procedures governing the operation of the school
- Proactively communicates to administrators and regular classroom teacher about any concerns experienced during aftercare
- Maintains regular and accurate attendance records for billing purposes
- Maintains professional dress and appearance
- Uses standard English in written and oral communication and is able to communicate well with others
- Maintains and respects confidentiality of student and school personnel information
- Maintains discipline and control that fosters a safe and positive environment for all students and staff in accordance with school and county policies
- Ensures the adequate supervision to assure health, welfare, and safety of all students
- Takes all necessary and reasonable precautions to protect students, equipment, materials and facilities

Personal

- Demonstrates the character qualities of courtesy, friendliness, flexibility, integrity, gratitude, and perseverance
- Meets everyday stress with emotional stability
- Submits respectfully and is loyal to constituted authority
- Represents the school in a favorable and professional manner to its constituency