

Extended Day Student Aide

Brentwood Christian School

Current students only – 16 years of age or older

Multiple paid positions are available for the 2018-2019 school year working with Kindergarten-5th grade students. The work schedule will be 3:40 pm – 5:00 or 5:30 pm on regular school days.

REPORTS TO: Extended Day Director
CLASSIFICATION: Part-Time; Non-Exempt; School Year

SUMMARY: Responsible for supervising, nurturing and caring for children in a Christ centered environment that emphasizes excellence and inspires students to develop their individual God given talents for lives of Christian leadership and service.

RESPONSIBILITIES:

- Assist instructors with managing student classroom and playground activities; assisting with homework as needed
- Foster a positive, Christian environment actively engaging with students to help develop them for Christ
- Perform minor repair to classroom books and games
- Update reward charts on a daily basis
- Perform general administrative duties including calendar upkeep, copies and assistance with program crafts.
- Support and promote the mission and core beliefs of BCS
- Other duties as assigned

QUALIFICATIONS:

- Must be currently enrolled as a Senior or Junior at BCS
- Experience working with elementary age students preferred

SPECIAL KNOWLEDGE/SKILLS:

- Good interpersonal and customer service skills
- Effective written and verbal communication skills

PHYSICAL REQUIREMENTS:

- Must be able to lift up to 25 pounds
- Must be able to sit/stand for extended periods of time
- Ability to bend, stoop, kneel and crouch as well as reach overhead
- May occasionally be required to climb on playground equipment
- Ability to respond quickly to students in need of assistance