

Extended Day Instructor

Brentwood Christian School

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

SUMMARY: Responsible for supervising, nurturing and caring for children participating in the extended day program.

RESPONSIBILITIES:

- Direct and manage 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
- Monitor student behavior and respond appropriately to violations of program policy. Administer rewards program when appropriate
- Effectively communicate with parents about student behavior and progress
- Support and promote the mission and core beliefs of BCS
- Other duties as assigned

QUALIFICATIONS:

- Must have a high school diploma or GED
- Experience working with children in an educational or childcare setting preferred
- Must be an active member in a Church of Christ congregation

SPECIAL KNOWLEDGE/SKILLS:

- Strong interpersonal and customer service skills
- Knowledge of child development concepts
- 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