



Job Title:	Counselor – Successful School Care Program		
Department:	Recreation	Reports To:	Program Director
Salary:	Competitive; based on experience	Travel Required:	N/A
Job Description			
<p>SUMMARY</p> <p>Ideal candidate is highly motivated, energetic, patient, talented, and passionate about working with children. Counselors for our Successful School Care Program will develop and encourage age-appropriate learning and socialization to ensure children learn basic skills and concepts, such as communication, manners, sharing, etc. This position is great for anyone looking for a career in education or recreation.</p> <p>ROLE AND RESPONSIBILITIES</p> <p>As a school care counselor, your duties are to prepare and supervise activities in the school care program. Candidate must have a warm, nurturing and friendly personality. Other duties are as followed:</p> <ul style="list-style-type: none"> • Responsible for observing the safety and the well-being of all children in the program. • Ensuring children are learning positive behaviors and providing guidance or approved discipline, as needed. • The ideal candidate will be able to develop relationships with families to effectively resolve problems and issues that may arise. • Ability to provide support and assist children with their homework and remote learning. • Organize a variety of fun and age appropriate crafts and athletic activities. • Keeping accurate and detailed records relating to the child. • Ensures a clean and safe workplace. • Provide help to the Program Director and other counselors as needed. <p>QUALIFICATIONS AND EDUCATION REQUIREMENTS</p> <ul style="list-style-type: none"> • Associates Degree or higher. • Must be at least 18 years of age. • Ability to interact and play with children with previous experience in a childcare setting. • Excellent interpersonal and solves problems cooperatively while conveying a positive attitude to others. • CPR and AED Certified. • Record of immunizations and ability to pass a background check. • Additional licenses, certifications, or training may be beneficial. <p>PREFERRED SKILLS</p> <ul style="list-style-type: none"> • Clear and concise skill sets in organization and attention to detail. • The ability to carry out instructions effectively. • Strong understanding of stages of childhood development. <p>ADDITIONAL NOTES</p> <p>Hours: Monday thru Friday 7:50 A.M. – 3:00 P.M.</p>			