



POSITION TITLE: Out of School Time Aide

BASIC FUNCTION: Provides leadership, develops and implements a safe and age appropriate after school program for school age youth under close supervision of the Afterschool Program Coordinator.

REPORTS TO: Afterschool Program Coordinator and Director of Youth Programs

AIDE POSITION RESPONSIBILITIES:

- Create and cultivate a helpful and meaningful connection with the young individuals.
- Assist in carrying out activities suitable for their age, as directed by the Program Coordinator, Club Teacher, and Mentor.
- Participate in yearly staff training sessions, staff gatherings, and other assignments.
- Help kids excel in inclusive programs.
- Perform other reasonable tasks assigned by the Program Coordinator.
- Attending and assisting with Youth Program events

SPECIFICATIONS:

- 16 and older
- 2 year of experience in school age programs or comparable
- Reliable transportation to and from work