

Saint Michael School in Findlay is hiring for the following positions:

Long-term Substitute Teachers for Kindergarten and Second Grade:

- Kindergarten dates: October 27th to December 19th
- Second grade dates: February to April in 2026
- Qualified candidates should have experience teaching in the classroom or being a substitute teacher in the classroom at a grade level near KR or 2nd, respectively
- Compensation starts at \$100 per day worked, negotiable based on experience

Director of Extended Day Program:

- Duties include: training and overseeing staff; administering budget and billing; communicating with families; organizing activities and schedules
- Qualifications include: Experience with daycare, after school or extended day program management; general early childhood education experience considered
- Schedule and hours are flexible, prioritizing M-F 2:00-6:00 pm
- Compensation starts at \$14 an hour, negotiable; insurance negotiable based on experience

Assistant Director of Extended Day Program:

- Duties include: leading staff in caring for children; assisting Director in their duties; organizing and maintaining facilities, snacks, equipment, games, etc.
- Qualifications include: Experience in daycare, after school, extended day, or early childhood education programs
- Schedule and hours are M-F 2:00-6:00 pm, with some flexibility
- Compensation starts at \$13 an hour, negotiable based on experience

Staff Extended Day Program:

- Duties include: organizing and overseeing children in their activities (play, homework, snack time, etc.); ensuring a safe, clean monitored environment
- Qualifications include: Experience with child care; enrollment in education program
- Schedule and hours are flexible, any time M-F 2:00-6:00 pm, based on availability
- Compensation starts at \$11 an hour

Lunchroom Monitors:

- Duties include: overseeing children in grades K-8 during their lunch periods; enforcing disciplinary code and cafeteria behavior policies, ensuring the cafeteria is left clean
- Qualifications include: experience with child care or enrollment in education program
- Schedule and hours are M-F 11:00am-12:30pm, with flexibility on days of the week
- Compensation starts at \$11 an hour

All employees must pass an FBI/BCI background check and become Virtus compliant.

Interested candidates should email Principal Matthew Eckel at meckel@findlaystmichael.org with a resume or questions.