



LEONARD CATHOLIC CHURCH & SCHOOL  
Worship • Formation • Community

## **After School Care Supervisor**

St. Leonard School seeks a part-time After School Care Supervisor who enjoys working with younger students. This is a fun and rewarding opportunity!

This is a part-time opportunity, approximately 20 hours per week, Monday-Friday, starting at 1:45 p.m. and, at the latest, ending at 5:30 p.m.. Our After School Care Program is only available during days that school is in session.

After-School Care Leader must be 21 years or older. Experience in Day Care or other Child Care is preferred. Caring about children is essential!

### **Key Responsibilities and Qualifications**

- Create daily activities that meet the needs and interests of the children
- Responsible for recording attendance and verifying pickup
- Effective communication with parents, teachers and administration
- Capable of responding to emergency situations
- Ensures students are orderly and acting appropriately
- Completion of Safe Environment Education training and a successful background check are required

### **How to apply**

Email or mail your resume, cover letter and application to

Laura Bisher

St. Leonard School Principal

[laura.bisher@stleonards.org](mailto:laura.bisher@stleonards.org)

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