Afterschool Program Support Staff

Bloomfield Garfield Corporation - Neighborhood Learning Alliance

Pittsburgh Arsenal Pre K-5 –Pittsburgh Woolslair Pre K-5

Job Description

- Instruct K-5 students in reading and math
- Plan and prepare educational activities
- Help students set goals and improve their performance in reading and math
- Understand and support the school curriculum
- Assist with homework, food and exercise periods
- Communicate with parents as instructed
- Maintain a clean, organized and safe program space
- Attend to children's academic and social needs during scheduled work hours
- Attend to additional duties as assigned

Ideal Candidate will have:

- Positive approach to working with children
- Strong work ethic
- Good record keeping skills
- Proficient computer skills
- Experience in leading and working with elementary age students

Requirements:

- Childline, State Police and FBI clearances (or ability to obtain them)
- Attend a minimum of 15 hours of professional development prescribed by the Bloomfield Garfield Corporation and Neighborhood Learning Alliance

Pay Rate: $10-15 hourly based on education and experience

Hours: Approximately 3:00pm to 7:00pm—Monday through Thursday with occasional daytime trainings and meetings.

To apply please e-mail a resume and cover letter to:
Rick Flanagan, Youth Development Director
Bloomfield-Garfield Corporation
rickf@bloomfield-garfield.org