



Before and After Care Employment Opportunities 2019-2020 School Year

The Community House Before & After the Bell program is seeking experienced and qualified team members. All members of our team must have experience working with children and have an enthusiastic and positive attitude. Qualified team members will be able to implement the program curriculum which includes enrichment courses, homework help, and group activities.

Our team members are responsible for being positive role models for our participants, providing a warm and caring atmosphere for growth and prioritizing safety in all activities. Candidates must have a proven track record of responsible child supervision. Each educator should also be able to articulate their personal vision of enabling all children to experience their highest potential.

Applications will be accepted beginning **June 24th** and ending **August 2nd** or when all positions are full.

Applications will not be considered or accepted after closing date.

Position # 1

Title:	Before and/or After School Site Director
Hours Per Week:	Approximately 18-24 hours
Times:	Ability to work as early as 7:00am-8:45AM and 2:45PM-6:15PM (will work with other schedules)
Start/End Dates:	Training is week of August 19 th , program operates August 21 st through June 4 th
Wages:	Dependent on Qualifications, \$15 per hour
Description:	Site Director will assume a lead role in planning and implementation of activities in the Before and After the Bell program. Site Director will be directly responsible for the supervision and safety of registrants, the supervision and management of Program Counselors and assisting the Recreation Coordinator in all aspects of program planning and implementation.
How To Apply:	In Person: Submit to front desk of The Community House, 415 W. 8th Street, Hinsdale, IL. By Email: BHahn@thecommunityhouse.org (Beth Hahn, Senior Recreation Supervisor)

Position # 2

Title:	Before and/or After the Bell Program Counselor/Mentor
Hours Per Week:	Approximately 12-20 hours
Times:	Ability to work as early as 7:00am-8:45AM and 2:45PM-6:15PM (will work with other schedules)
Start/End Dates:	Training is week of August 19 th , program operates August 21 st through June 4 th
Wages:	Dependent on Qualifications
Description:	Under the supervision of the Site Director, responsible for providing an appropriately safe, caring and enriching environment for the children enrolled in the Before and After the Bell program. Counselors/Mentors are responsible for conducting themselves in an appropriate manner, setting an example for children, parents and co-workers.
How To Apply:	In Person: Submit to front desk of The Community House, 415 W. 8th Street, Hinsdale, IL. By Email: bhahn@thecommunityhouse.org (Beth Hahn, Senior Recreation Supervisor)

*Please specify which Position you are applying for or note if you are applying for either position. The Community House is an equal opportunity employer.