

Position: : After School Program Assistant Part Time
Start Date: August 6, 2020
Work range: 20 Hours/Week (2-6pm)
Starting Rate: \$16/hour
School Days Only; Summer Opportunities May be Available

At STEM School Highlands Ranch we put innovation in the center of learning to unleash the potential of all students and prepare them for an exponentially changing world. Don't just read about our school; [See what we do](#) every day!

We believe:

1. We equip students to succeed in an exponentially changing world.
2. We leverage the power of collaboration.
3. We relentlessly reinvent and adapt.
4. We forge pathways of discovery through continuous inquiry and experimentation.
5. We nurture the unlimited human potential.
6. We ethically and positively impact the world.

What we expect:

At STEM School Highlands Ranch, we expect teachers to be agile learners who design thoughtful curriculum that ensures unlimited student engagement.

What you can expect:

A community of committed professionals who engage in constant collaboration and innovation in order to nurture unlimited teacher and student potential.

The position: This role is responsible for running the after-school care program for middle and high school students.

Responsibilities (but not limited to):

- Supervision of students during programming after school
- Tracking attendance
- Billing
- Parent communication regarding programming.
- Developing special programs for after-care programs, as time permits.
- Other duties as assigned.

Qualifications:

- High School Diploma or Equivalent.
- Must be able to pass a criminal background evaluation.
- Should maintain a commitment to students' learning.
- Excellent at organizational tasks that involve many people and variables.
- Great communication skills for contact with students, parents, and club mentors.
- Flexibility and commitment to supporting the mentors and students.



SUBMISSION DIRECTIONS:

Submit cover letter, copies of all qualification documents, reference letters, [STEM application](#) and supporting documentation in email to careers@stemk12.org. Include position title and last name in subject line of email.

Employee Signature

Date