



### **Extended Day Group Leader**

The University of Chicago Laboratory Schools runs an after school program supporting 250+ students in pre-K through 2<sup>nd</sup> grade during out of school time hours. We are searching for group leaders to work with Nursery 4-year-olds to second grade children enrolled in after school activities.

The **Extended Day Group Leader** will direct of two or three Assistants and partner with them in managing the daily tasks of an enriching, warm, and organized after school program. Each day consists of providing a snack, going outside, engaging in developmentally-appropriate and fun activities, including arts and crafts, music, science, games, as well as plenty of time for constructive imaginative play.

#### **Terms of Employment:**

The position is temporary and part-time. The Extended Day Group Leader works 25 hours a week during the academic year at an hourly wage of \$18 to \$22 per hour depending upon experience and credentials. Hours are Monday through Friday, 1:00 p.m. to 6:00 p.m. during the academic year. There are a few paid trainings required.

#### **Minimum Qualifications:**

- Must be at least 22 years of age.
- Associate degree or related required.
- Ability to create age appropriate lesson plans.
- Experience working with children ages 6 or 7, preferably with previous experience in a camp or school setting.
- Previous training in youth development work.
- Excellent communication skills, and the ability to collaborate effectively with others.
- Strong customer service skills, as well as a friendly and professional demeanor.
- Comfort working with mobile technology is strongly preferred.



**Other Requirements:**

- Ability to move in and around the classroom/building to interact with students, faculty, staff, parents, and other members of the community.
- Ability to escort children from one classroom to another, in and out of buildings during arrival and dismissal (where required), and in an emergency situation. This may include climbing stairs of up to 2 stories, where appropriate with younger children.

To be considered, please send a resume and cover letter to [extendeddayjobs@ucls.uchicago.edu](mailto:extendeddayjobs@ucls.uchicago.edu)

*Extended Day at Lab provides opportunities for children to connect with friends, discover and develop interests, and relax before and after school. Extended Day is designed to provide students with constructive, intentional, and meaningful opportunities to engage socially with one another, creatively with materials and concepts, and civically in the life of the Schools and community. Extended Day brings all of this to life within the familiar and enriching school environment.*

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