



## Core Care Club Program Aide

Position Title: Core Care Club Program Aide	FTE/PTE: Part-time
Reports To: Core Care Club Director	HRS: 2 (3:00pm-5:00pm)
Primary Function: Core Care Club support	

### Requirements

1. Educational Level: Some High School
2. Certification/License Required: No
3. Experience: None
4. Physical Activities: <ul style="list-style-type: none"><li>- Be on your feet for two hours or more.</li><li>- Participate in group games.</li><li>- Carry and move equipment of up to 30lbs.</li></ul>
5. Knowledge, Skills & Abilities: <ul style="list-style-type: none"><li>- Unconditional love for children and their overall well-being.</li><li>- Ability to build strong relationships with coworkers, families, and the children.</li><li>- CPR/First aid or willing to get certification.</li><li>- Able to take detailed instructions and implement as directed.</li></ul>

### Essential Duties

1. Lead a study hall group of children of varying ages.
2. Supervise K-8 students after school and lead group activities within the program.
3. Assist with transitions for Core Care Club, Homework Club & other enrichment programs.
4. Support director and program lead in planning and executing activities.
5. Supervise children in large areas such as a gym or playground.
6. Clean and disinfect toys, craft materials and common surfaces in the program.

It is the policy of the Parker Core Knowledge (PCK) to seek and employ the best-qualified personnel without regard to race, religion, color, creed, national origin, citizenship, age, sex, marital status, or disability. Furthermore, it is PCK's policy to ensure equal opportunity for the advancement of staff members and equal treatment in the areas of upgrading, training, promotion, transfer, layoff, and termination.