

KIDS KLUB TEAM MEMBER

Altoona Campus Kids Klub is currently seeking positive, creative individuals to work for the before and after school enrichment program. Kids Klub sites are located within the SEP elementary school buildings.

Job responsibilities for this position include: greeting students and parents by name as they arrive and depart from the site; monitoring student's observance of established behavior guidelines and carry out appropriate guidance and reinforcement; interacting with all students utilizing positive reinforcement techniques; attending all necessary staff meetings as directed including-- monthly "all staff" meetings, parent orientation meetings, work day meetings, and any special meetings.

Programming responsibilities also include: assisting in preparation of all activity/art materials for planned and impromptu activities. Team Members will actively participate in ALL activities with the students, i.e. playing games, help with homework, supervising outdoor/active play, enrichment activities. Maintain a clean, orderly environment. Prepare and serve breakfast or snack as necessary according to Dept. of Education guidelines. Remain knowledgeable about program policies and procedures.

Applicants must be willing to meet all Department of Human Services standards including: submission of both state & federal criminal record checks, completion of training for Mandatory Reporting of Child Abuse, First Aid, CPR, Universal Precautions, providing a current physical.

Rate of pay is \$9.25 per hour non-exempt part-time with a split shift Monday through Friday, (24-28 hours/week). Additional hours will be required for staff meetings and required trainings. **This job has the possibility of being a full time position based on performance**

School year is Monday through Friday and start times vary based on work site. Must be available for all of the following shifts:

Morning shift: 6:30-8:45AM
Afternoon shift: 3:00-6:00PM Mon, Tues, Thurs, and Fri
1:15-6:00PM Wednesday (early dismissal)

Summer: Hours vary based on how many kids enroll in the Kids Kamp program.

Benefits include free employee Altoona Campus membership and free employee Aquatic Park pass (summer only). Childcare is free to employees only during scheduled work hours with the Altoona Campus, including Kids Klub, and only during the hours of operation of the Altoona Campus child care (onsite) or Kids Klub program (offsite). The children must be your dependent(s) and must be claimed as dependents on your income taxes.

If you are interested in becoming a Kids Klub Team Member, please complete an application which can be found on our website, www.altoonacampus.com under the Employment tab. You are welcome to contact Ericca Greubel in Human Resources at 515/967-0788, ext. 226 or Steph Shepard at 515/967-5078 if you have any additional questions.



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