

Aftercare Coordinator

The Solomon Schechter Day School of Greater Hartford is seeking a highly responsible, reliable, warm Aftercare Coordinator to join our team. Schechter is a warm, progressive, exciting Jewish day school for 2-year-olds through 8th graders. Our Aftercare program, which we call "Tzaharon", welcomes approximately 14 children from age 2 through 4th grade each day. We are seeking someone who can get down on the floor to play with children – and communicate professionally with their parents; someone who wants to work directly with the children, but also be responsible for other aftercare staff and for parent communication.

Responsibilities of this part-time position (typically 14-16 hours per week) include basic planning; helping students get organized; setting them up with a snack, playing and reading to them; calming them down and redirecting them when necessary; arranging for appropriate coverage if another staff member is absent; communicating with parents at pick-up.

Aftercare begins at 3:15 p.m. each day (2:15 p.m. on Wednesdays and most Fridays), and ends when the last child is picked up, no later than 6 p.m. (3:30 p.m. on Fridays during the late fall, winter, and early spring).

Qualifications:

- Strong organizational skills
- Experience working with children
- Classroom experience (early childhood or elementary school) as a teacher, aide or assistant is a plus

Compensation

\$10,000-\$12,000 annual salary

Members of the Schechter faculty are guided by Schechter's mission and core values of Wisdom, Community and Good Heartedness. Our faculty believes in the innate abilities of each student, and works in partnership with other members of the faculty and families to help each child grow.

Qualified candidates should submit a letter of interest, resume and references to Director of Finance and Facilities, Marco Signorello, msignorello@ssds-hartford.org.