

Children's After School Experience (CASE) Lead

The School: Founded in 1911, Columbus Academy is a PreK-12 coeducational college preparatory day school of over a thousand students located on a 231-acre campus ten miles from downtown Columbus, Ohio. Student programs are organized into three divisions: Lower School (PreK-Grade 5), Middle School (Grades 6-8) and Upper School (Grades 9-12). The school offers a vigorous academic program as part of its mission to educate the whole child – mind, body and character. Columbus Academy faculty and staff members are expected to be continuous learners in their fields, to engage in caring and cooperative partnerships with colleagues and parents, to have a demonstrated commitment to the values of equity and inclusion, and to help each student reach his or her full potential.

The Position: Columbus Academy seeks a part-time Children's After School Experience (CASE) Lead with responsibilities beginning in August.

Qualifications (preferred candidates will possess the following qualifications):

- Working towards or currently holds an associate's or bachelor's degree or higher in education or childcare
- 2+ years of experience working with children
- Positive sense of humor and self-confidence
- Effective oral and written communication skills
- Knowledge and skill in classroom management and the ability to direct large groups of children and adults
- Professional orientation towards collaboration and innovation

Position Expectations (the individual selected to this position will be expected to carry out the following responsibilities):

- Support fellow team members in their assigned duties: classroom, outdoor, activities and tracking
- Arrive no later than 2:30 p.m. and stay in the program until all children have been picked up for the day, which is usually by 6:00 p.m.
- Collaborate with colleagues, particularly team members, on planning and implementation of the daily schedule
- Participate in all professional development opportunities for CASE staff

Physical Conditions (candidates must be able to manage the following conditions):

- Classroom, gym and outdoor playground environment
- Mobility around school buildings and on different floors
- Move light furniture, hang visuals, carry objects, etc.
- A non-smoking environment



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Legal Requirements: All Columbus Academy employees must pass required criminal records checks. Where appropriate, individuals will also be required to provide proof of academic credentials.

To Apply: Interested candidates should send cover letter, resume and supporting materials to: Head of School, Columbus Academy, 4300 Cherry Bottom Road, Gahanna, OH 43230, or headofschool@columbusacademy.org.

Columbus Academy believes strongly in the principles of diversity, equity and inclusion. We seek to identify and hire a greater number of faculty of color to serve as role models for all students. We strive to foster a diverse campus community, which recognizes the value of all persons regardless of religion, race, ethnicity, gender, sexual orientation, disability or socioeconomic background.