

## Summer Experience Before-Care/After-Care Lead

**The School:** Founded in 1911, Columbus Academy is a coeducational college preparatory day school of over 1,100 students age 3 through grade 12 located on a 231-acre campus in Gahanna, Ohio. Student programs are organized into three divisions: Lower School (Age 3-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.

**Job Description:** Our summer Before-Care and After-Care staff consists of individuals looking for a unique opportunity to work with children in a more social and relaxed summer-camp environment. Our program services preschool, elementary and middle school children. During morning Before-Care hours, leads are responsible for welcoming, supervising and fostering a positive transition for campers as they arrive and prepare for the start of their day at camp. During After-Care hours, leads also welcome students at the end of the afternoon, safely supervising children as they enjoy afternoon snack and indoor/outdoor activities prior to departing.

Involvement in Columbus Academy Summer Experience also offers opportunities to continue employment through the school year in our Children's After-School Experience, known as Columbus Academy C.A.S.E. This is also an after-school program for children in preschool through middle school.

**The Position:** Columbus Academy seeks a Summer Experience Before-Care/After-Care Lead. The program runs from June 3 to August 9, 2019, but there is flexibility with employment start and end dates.

**Qualifications** (preferred candidates will possess the following qualifications):

- A strong desire to actively engage with children
- Previous experience which reflects effective collaboration with fellow employees
- A level of responsibility indicating the ability to ensure the safety and wellbeing of children
- Reflective and committed to a continuous process of self-improvement and lifelong learning
- Ability to collaborate with others and to creatively solve problems
- Enthusiasm, a positive sense of humor, self-confidence, and effective oral and written communication skills

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

- Active supervision of children
- Transitioning children to and from summer camps
- Engagement with children during morning and afternoon schedules of snack, activities and outdoor play
- Hold children accountable for the school's standards of behavior
- Work with others in the school community to support each child's emotional well-being

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

- Mobility which the specific responsibilities of a lead role may require during active supervision of young children
- Visual, auditory and cognitive attentiveness needed to maintain safety of children at all times
- A non-smoking environment

**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: Alyssa King, Director of Special Programs at Columbus Academy, 4300 Cherry Bottom Road, Gahanna, OH 43230, or [kinga@columbusacademy.org](mailto:kinga@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.