



**POSITION OPENING:** Early Childhood Extended Care Lead Teacher

St. Francis of Assisi Catholic School is seeking a dynamic, experienced, and faith-filled Early Childhood Extended Care Lead Teacher to lead our Early Childhood Extended Care program. The ideal candidate is an effective professional who demonstrates Early Childhood Education knowledge, can lead, engage and supervise students effectively, takes responsibility for creating an after school environment that fosters age appropriate learning and growth. This position will serve to support the school's mission and philosophy as a member of a vibrant Catholic school community. The position is for the 2018/2019 school year.

**POSITION DESCRIPTION**

- 10-month part-time non-exempt without benefits
- Monday - Friday, 2:00 pm – 6:00 pm and 11:30 am – 6:00 pm on half day Fridays
- Reports to the Assistant Principal for Early Childhood and Principal
- Leads implementation of Extended Care activities and perform student supervision
- Responsible for collaborating snacks and activities with 1<sup>st</sup>-8<sup>th</sup> Ext. Care Director.
- Performs additional duties at the request of the Principal

**QUALIFICATIONS**

- Prefer a practicing Roman Catholic with a strong commitment to and working knowledge of the Catholic faith
- Previous Early Childhood or after school program experience.
- Strong knowledge of age appropriate strategies for engaging and supervising students with diverse needs
- Excellent student management skills
- Strong interpersonal, collaborative, organizational, and administrative skills

**EDUCATION AND EXPERIENCE**

- 15 Units of Early Childhood Education.
- Previous Early Childhood program experience.
- Preferred, but not required: BA/BS Degree.

**SALARY:** Appropriate level based on experience and qualifications.

Interested and qualified candidates are asked to submit a letter of introduction and resume by email to Mrs. Cheri Martinson, Assistant Principal for Early Childhood at [cmartinson@sfayl.org](mailto:cmartinson@sfayl.org) or hardcopy to St. Francis of Assisi School, 5330 East Side Circle, Yorba Linda, 92887.