



as far as the mind can see

Extended Day Program Aide (Part-Time Temporary One-Year Assignment)

About Francis Parker School:

Francis Parker School is a coeducational independent day school in San Diego, California with 1310 students in grades JK-12. Founded in 1912, the school's mission is "to create and inspire a diverse community of independent thinkers whose academic excellence, global perspective and strength of character prepare them to make a meaningful difference in the world." Francis Parker School has two campuses in close proximity. One in Mission Hills (Lower School JK-5), and a second in Linda Vista (Middle and Upper School 6-8 and 9-12, respectively).

Job Description:

This is a part-time, temporary (one-year assignment) for the 2021-2022 school year: Monday - Friday at the School's Mission Hills (11 am-5:30 pm) or Linda Vista campus (1:30 pm-6:00 pm), depending upon program needs.

Essential Duties/Responsibilities:

Extended Day Program Aides will supervise students before, during, and after the traditional school day concludes, assist with all recreational activities, as well as interact with, and provide a positive example for Parker students in their charge.

Lower School - Mission Hills Campus:

- 11 am-3 pm: Supervision duties (lunch, classroom, transitions)
- 3 pm-3:30 pm: Carline and student supervision
- 3:30 pm - 5:30 pm: After school hours and care; the primary supervisory teacher for aftercare students. Responsible for lesson planning and activities, leading and planning workshops, movement, and ensuring student safety is at the forefront of the program.
- Other assignments may be requested as needed.

Middle School - Linda Vista Campus:

- 1:30 pm-4 pm: Pick-up duties and student supervision
- 4 pm - 6 pm: After school hours, the primary supervisory teacher for aftercare students. Responsible for lesson planning and activities, leading and planning workshops, movement, and ensuring student safety is at the forefront of the program.
- Other assignments may be requested as needed.

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Linda Vista Campus 6501 Linda Vista Road San Diego, CA 92111 858 / 569-7900
Mission Hills Campus 4201 Randolph Street San Diego, CA 92103 619 / 298-9110

Qualifications:

- Must be available to work Monday through Friday, 11 am-5:30 pm (Mission Hills) or 1:30 pm-6 pm (Linda Vista), full-day camps including Spring Break, Mid-Winter Break, and Professional Development Days (one Saturday/month).
- Punctuality and consistent attendance are required.
- Past experience working with children in a school, camp, or childcare environment is preferred, as are candidates who possess Early Education Credits (EEC) as a part of their academic program.
- Engaging, energetic, and patient when working with younger children in a school setting.
- Be capable of and willing to embrace Parker's unwavering commitment to being a diverse, equitable, and inclusive community that creates a culture of respect for all.

Salary and Benefits:

This temporary position is eligible for Part-Time pro-rated health benefits, is paid hourly starting at \$16/hr and works approximately 20-25 hours per week (Monday – Friday: 11:00 am – 5:30 pm or 1:30 pm – 6 pm).

Non-Discrimination:

Francis Parker School values diversity and seeks talented students, faculty, and staff from different backgrounds. All employment decisions are made without regard to unlawful considerations of race, color, sex (including pregnancy, childbirth, breastfeeding and related medical conditions), gender, sexual orientation, gender identity or expression, marital status, religion, national origin, ancestry, age, mental or physical disability, medical condition, genetic information, military or veteran status, or any other basis prohibited by federal, state, or local law.

Application Process:

A cover letter, resume, and completed application should be submitted electronically to:

Erika Assadi (Chapa),
Director of Summer and Extended Day Programs
summerext@francisparker.org

<https://www.francisparker.org/about-us-/employment>

Please indicate the position you are applying for in the subject line.



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