



as far as the mind can see

Extended Day Program Aide (Part-Time Temporary Assignment)

About Francis Parker School:

Francis Parker School is a coeducational independent day school in San Diego, California with 1315 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 for the remainder of the 2021-2022 school year assignment: 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 Programs Program Aide/Innovators (PIs) will supervise students 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.

Duties may include:

Lower School - Mission Hills Campus:

- 11 am-3 pm: Supervision and support 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/support
- 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.

www.francisparker.org

Linda Vista Campus
Mission Hills Campus

6501 Linda Vista Road
4201 Randolph Street

San Diego, CA 92111
San Diego, CA 92103

858 / 569-7900
619 / 298-9110



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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 is a temporary position (Monday – Friday: 11:00 am – 5:30 pm or 1:30 pm – 6 pm), paying an hourly rate starting at \$16/hour. This position is not eligible for benefits.

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:

If interested in the position, please fill out the electronic [Francis Parker School Employment Application HERE](#). You will need to upload the following documents during this process: a cover letter and resume.

If you CANNOT or DO NOT wish to submit your application through the link above, a cover letter, resume, and a completed [employment application](#) should be submitted electronically to:

summerext@francisparker.org

Please find the PDF of our employment application here: [find it here](#)

[Please indicate which position you are applying for in the subject line.](#)

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

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