

# JOB DESCRIPTION



## Aftercare Provider 2024-2025

**Status:** Independent Contractor

**Reports To:** Auxiliary Programs Coordinator

**Dated:** October 2024

### Overview

Middle Way School is an independent progressive elementary school located on five acres of forested land in West Saugerties. The school was founded in 2018 in order to research and develop a model of modern education based on Buddhist wisdom traditions.

Our aftercare program provides high-quality after-school care for children, ages 3-12. Children have the opportunity to explore both big energy and focused activity centers offering a variety of materials. The program will be structured such that there will be as much outside time as possible, and the adult-to-child ratio will be no greater than 1:8.

We are seeking an Aftercare Provider who can be available every Monday as well as fill in as needed for our regular aftercare providers when they are not available. The candidate must be an exceptional caretaker with the skillful means to respond to the children's needs while maintaining clear boundaries.

### Responsibilities

- Arrive promptly at 3:15 p.m. to help set up for aftercare.
- Support the smooth and safe transition of students from their classrooms to the aftercare location.
- Be present with students from 3:15 - 5:00 p.m. or until all have been picked up.
- Return all supplies to their storage space and straighten up the aftercare location before departing.
- Be responsive to student energy and needs while maintaining a warm and safe environment.
- Support students' social interactions to create a culture of harmony, reverence, and respect.
- Other duties and responsibilities may be assigned from time to time as business needs require

### Qualities

- Comfortable with children
- Flexible, open-minded, adaptable, patient with change
- Able to work independently
- Practical and resourceful
- Reliable and respectful of schedules

### Required Education/Experience

- One year relevant work experience

## Job Description - Backup Aftercare Provider 2024-2025



### Physical Capabilities

- Ability to kneel, reach, run, bend, lift, and stand for periods of time.
- Ability to lift 25-30 lbs.
- Ability to move, see, hear, and speak with children to ensure children's health and safety.

### Terms

- Regularly available every Monday for aftercare (depending on enrollment), and as-needed for the rest of the week.
- On-site at Middle Way School in Saugerties, NY for the remainder of the 2024-2025 academic year (through June 13, 2025).
- Must pass a New York State background check
- \$20 per hour

### How to Apply

Please send a cover letter explaining why you are interested in a position at Middle Way along with a resume to [careers@middlewayschool.org](mailto:careers@middlewayschool.org).

We hire and enroll without discriminating against any identifying factor which may include race, age, national or ethnic origin, religion, sex, sexual orientation, gender identity, or socioeconomic background. We will make accessibility accommodations for individuals with disabilities to the fullest extent possible. As an institution and as individuals we recognize that we have the responsibility to actively change the power differences that perpetuate biases against historically underrepresented groups. Our inclusion efforts are a dynamic process. We welcome your experience and invite your input on how our school community can continue to evolve.