



## Afternoon Caregiver (2024-25 School Year)

---

The SAGA School is looking for a qualified individual to provide childcare to students in SAGA's afternoon program. The ideal candidate has experience in early childhood and is organized with strong communication skills. This is an hourly, non-exempt position. Candidates must be willing to comply with health and safety protocols.

### Position Responsibilities

- Create a safe, secure and comfortable caregiving environment using SAGA "house rules" as a guide
- Ability to work well with young children and good classroom management skills
- Encourage students to work together to resolve conflicts and problem-solve
- Establish a consistent afternoon routine taking into consideration the dynamics of the group
- Ability to maintain composure and an even tone in all situations
- Physical requirements include lifting children, interacting with them at floor level, and handling equipment
- Effectively communicate and collaborate with co-workers, parents, and students
- Manage the students appropriately following the school's policies and procedures
- Perform related duties as assigned

### Qualifications

- Fluent in English; knowledge of German a plus
- Background check required; must be eligible to work in the US at the start of employment
- Bachelor's degree, preferred. STARS credentials a plus
- Excellent communication and interpersonal skills when interacting with adults and students
- Ability to work independently
- Reliability and punctuality; ability to maintain confidentiality
- CPR/First-Aid certified for children and adults
- Positive work attitude at all times
- Proficient in Microsoft Word, Excel, email communication, and cloud services (i.e. Google Drive)

### Working Conditions

- Ideal candidate is interested in working hours of 12:15pm - 5:15pm (additional or reduced hours also a consideration), Monday - Friday
- Employment is based on working on all instructional days from the end of August 2024 through June 2025, with the possibility of summer work and work during school breaks
- Must have the flexibility to stay a little longer for clean-up, as required
- Must have the flexibility to accommodate evening and/or weekend communication, as required
- Hourly rate of \$18 - \$23/hour dependent on work experience and capabilities
- Benefits include 401K, health, dental and vision insurance (if eligibility requirements are met)