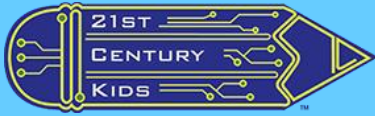


21st Century Kids LLC -- After School Program Instructor



POSITION:

After School Program Instructor

COMPENSATION:

\$40 to \$75 per class (based on student enrollment)

AVAILABLE PROGRAMS (PARTIAL 2019-2020 LISTING):

- LEGO Master Builder Academy™
- Code Creators Club™
- Lights! Camera! Robot!™
- Chess Challengers™

Visit www.21stcenturykids.us/programs.aspx for more information.

SKILLS AND QUALIFICATIONS:

- Associate's degree or higher preferred
- Outstanding oral and written communication skills
- Strong presentation skills and related technology abilities
- Ability to connect and interact with school-aged children
- Professional appearance, demeanor, and mannerisms
- Ability to lift and transport program materials (< 40 lbs)

DAILY RESPONSIBILITIES:

- Participate in web-based, telephone, and/or in-person training
- Organize and prepare for daily student activities and projects
- Pick up course materials and transport them to the school location
- Interact with school staff concerning student and classroom issues
- Set up presentation technology and prepare for student arrival
- Pick up and/or greet children and prepare them for instruction
- Take accurate attendance and inquire about absent children
- Present material to students, discuss questions, and manage class time
- Monitor and support students during collaborative and creative projects
- Manage behaviors and promote a safe, educational environment
- Tear down classroom setup, clean up classroom space, store materials
- Dismiss children to parents following safety and security procedures
- Submit online status report and discuss status with management
- Additional duties and responsibilities as may be assigned

Fingerprinting and criminal background checks are required prior to employment. We are an E-Verify employer and only hire employees eligible to work in the United States. © 2018 21st Century Kids LLC