



## **MONROE COUNTY COMMUNITY SCHOOL CORPORATION**

### **Extended Day Support Staff**

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#### **POSITION DETAILS:**

Serve as Support Staff for the MCCSC Extended Day Program at one or more sites during the morning and afternoon programs: a minimum of five (5) shifts per week, not to exceed 24.5 hours.

The before school programs are scheduled from 6:45 am – 9:15 am. The after-school programs are scheduled from 3:30 pm – 5:45 pm

Supervise children, ranging from Kindergarten – Grade 6.

Aid in program planning, setup, and implementation of activities; maintaining student safety and engagement; other tasks as assigned.

#### **QUALIFICATIONS:**

Must be at least 16 years of age.

Previous experience working with youth is preferred.

Must have reliable transportation.

Must be able to pass a drug screen, TB test, and criminal background check.

Must be physically able to lift 40lbs.

Must be flexible in adapting to program changes and site assignments.

Must be willing to accept feedback to improve work performance.

The Monroe County Community School Corporation provides equal employment opportunities to all employees and applicants for employment and prohibits discrimination and harassment of any type without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state or local laws.

This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation and training.