

Job Title: After School Program Staff

Salary: Based on experience and qualifications

Hours: Monday through Thursday 3:30-6:00 pm

Supervisor: Jennifer Hand

Application Deadline: When filled

Application Process: Application, resume, and cover letter to:

e-mail: handj@wmfc.org (Subject Line: After School Position)

Mail or Drop off:

West Midland Family Center
Attn: Jennifer Hand
4011 W. Isabella Rd.
Shepherd, MI 48883

Experience:

Previous childcare experience

Programming activities for ages Kindergarten through 12th grade

Education:

Pursuing a career in Education or Recreation, or similar field of study is preferred.

Job Description:

Includes, but is not limited to:

Creating lesson plans and implementing activities for small groups of children grades Kindergarten through 12th grade. Following West Midland Family Center's mission, goals, and curriculum, as well as following state licensing guidelines.

Other information:

A DHS clearance form must be completed and on file prior to hiring.