

## **Job Description**

### **After School Care Program Facilitator**

#### Job Responsibilities:

- To organize, develop, plan, implement and evaluate the UAS “After School Care Program” for 3-5 year olds;
- The ASC Program should consist of planned activities to support the following:
  - Listening and language skill reinforcement
  - Fine and gross motor skill reinforcement
  - Exploratory play
  - Structured play to reinforce social interaction skills;
- To create and foster a nurturing
- To establish and provide a nurturing, caring, safe and developmentally appropriate environment for 3-5 year olds;
- To actively supervise children throughout the operational hours of the ASC Program; 12:45-3:10 & 12:45-4:15 (or until all students have gone home)
- To actively, consistently and appropriately administer an age appropriate positive and structured behavioral expectation set of program guidelines;
- To ensure the physical environment meets the needs of the program, activities and students;
- To supervise and direct the ASC Program assistant;
- To regularly meet to coordinate program activities, behavior program and child information with the PreK; KG1 and Early Childhood Program Coordinator;
- Perform other duty requests as requested by program supervisor.

#### Reports to:

- UAS Early Childhood Coordinator
- UAS Elementary Principal and/or Elementary Assistant principal

#### Terms of Employment:

- Work hours 11:30 to 16:00 Sunday through Thursday;
- Salary 6000 dhs;
- Benefits to include local insurance.