

PSESD-AFTER SCHOOL PROGRAM ASSISTANT

JOB DESCRIPTION

The After School Program Assistant supports the creation of community learning centers that provide academic enrichment opportunities during non-school hours for children. The after school program helps students meet state and local student standards in core academic subjects, such as reading and math; offers students a broad array of enrichment activities that can complement their regular academic programs.

After School Program Assistants provide engaging academic and enrichment programming which empowers youth and assists them in academic skill building. Instructors will work collaboratively to design, plan, and deliver youth development lessons. The program is looking for instructors to creatively plan and lead activities in the following areas:

- Academic Tutoring
- Sports and Recreation
- Environmental Education
- Adventure Education
- Computers and Technology
- STEM (Science, Technology, Engineering, and Math)
- Arts and Music
- Literacy
- Cooking/Culinary Arts
- Social and Emotional Learning
- Service Learning



WHY WORK AT THE PSESD?

BENEFITS OF WORKING AS AN AFTERSCHOOL PROGRAM ASSISTANT

- Choices to work in Elementary/Middle School sites
- Flexible **State Work Study** positions available at all sites
- Great work experience opportunity for those on a Youth Development, Education, Social Work, or Recreation career path
- Access to a wide variety of professional development training (Cultural Competency, Youth Development best practices, Facilitation, Behavior Management, etc...)
- Flexible work schedules
- Opportunity to make a positive difference in a youth's life
- Hourly Wage: \$12.61

HOW TO APPLY?

QUALIFICATIONS

- Strong desire to help youth
- Some experience working with youth a plus
- Experience delivering youth development programs
- Able to work independently on enrichment activities, tutoring or homework activities with small groups in a classroom setting
- Available weekdays between 2:00-6:00pm
- Criminal Justice Fingerprint/Background Clearance Required

APPLICATION MATERIALS

- Send resume and cover letter to the school site coordinator listed below:
 - **Tacoma Public Schools**
 - Reed Elementary School- Kayla Stewart, kstewart@psed.org
 - **Puyallup School District**
 - Firgrove Elementary School- Walter Stanford, wstanford@psed.org
 - **Franklin Pierce School District**
 - Keithley Middle School- Melanie Jones, mjones@psed.org
 - **Bethel School District**
 - Spanaway Elementary School- Debbie Willis, dwillis@psed.org
 - **Kent School District**
 - Mill Creek Middle School- Kanani Vidal, avidal@psed.org
 - **Federal Way School District**
 - Sunnycrest Elementary School- Celeste Klunk, cklunk@psed.org
 - Wildwood Elementary School- Celeste Klunk, cklunk@psed.org
- State Work Study students: Contact your school's Financial Aid office to see if you qualify for State Work Study and include your eligibility for State Work Study in your cover letter.

PUGET SOUND EDUCATIONAL SERVICE DISTRICT

INFORMATION

Puget Sound Educational Service District (PSED) is a premier regional agency that provides innovative pre-K to 12 services and leadership. We are committed to success for each child and eliminating the opportunity gap by 2020. Foundational to our work is a shared commitment to equity and inclusion, and cultural competence of staff, volunteers, and interns.