

SUMMER PROGRAM STAFF POSITION DESCRIPTIONS

CERTIFIED TEACHERS: Carry out a daily summer program designed to meet the appropriate and developmental needs of a diverse group of children entering grades K-5th grade. This includes creating lesson plans within the provided themes, leading, supervising, and conducting all educational and recreational activities such as academic projects, arts and crafts, games, field trips and related skills for the participants of our summer program. Teachers are expected to work as a team, to be sensitive to the needs of individual children and to communicate in a positive and appropriate manner to both children and adults. More specific program information will be provided during interview.

PARAEDUCATORS: Paraeducators assist the teachers with the general supervision and management of the children in the program, assisting with setting up program/student participation in planned activities and enrichment/engaging with students, etc. More specific program information will be provided during interview.

INTERNSHIPS & WORK STUDY: Unpaid positions are available during the summer months for internships and work study placements. These positions mainly focus on the general supervision and management of the children in the program, assisting with setting up program/student participation in planned activities and enrichment/engaging with students, etc. Opportunities are also available in our Development & Marketing department. More specific program information will be provided during interview.