



After School Program - Teacher Part-Time Position

Position: Teacher - Part Time

Reports To: Site Coordinator

Salary Range: \$18 to \$20 per hour

Starts: September 2021

Job Description: Boys & Girls Club of Mercer County seeks a part-time Teachers to work in our After-School Programs. The individual is responsible for facilitating an afterschool environment where students learn and enjoy themselves. Individuals are needed to teach numerous disciplines such as art, computers, STEM, music, sports, cooking, chess, Character building, dance, cheerleading, theatre/drama and other academic support for students.

Teachers are responsible for the everyday function of their programs/classrooms. They need to develop a safe, fun, and learning environment where youth enjoy themselves. They help develop and implement a program curriculum, which fosters the clubs goals and mission. They are responsible for all administrative, leadership, and creative tasks associated with their program.

Qualifications: Associates Degree in Education is preferred. And or 3-4years experience in the child care/education field.

General Job functions:

1. Planning and delivery of educational program in line with the goals and beliefs of the Boys and Girls Club of Mercer County
2. Responsible for the social, physical and emotional well-being of the children, showing respect for all children.
3. Responsible for the development of team work in planning and implementation of class activities. Development of daily lessons plans.
4. Works with support staff to reach program goals.
5. Keeps the facility in a neat and orderly fashion.
6. Develops a relationship with parents through daily communication and interaction with parents and participation at center special events.
7. Maintains a high standard of professional ethics and training in regards to children and education.
8. Integrates the Boys and Girls Club of Mercer County mission and intervention concepts into daily lesson plans.
9. Other duties assigned.

Teacher is responsible for the following attitudes and personal qualities:

1. Enthusiasm about teaching and our Kids Club program.
2. Ability to evaluate self and quest of self-improvement.
3. Sense of humor and implantation of an element of fun into program and daily activities.
4. Dependability and reliability.

Teacher is responsible for the following aspects of program delivery:

1. Program leadership
2. Classroom organization and appearance.
3. Coordination and implementation of enrichment programs.
4. Attending staff meetings and in service trainings.
5. Implementation of daily lessons plans, and preparation of supplies and equipment to do so.
6. Ensure that the children are in a safe environment at all times.
7. Communicates issues and problems to their supervisor.

Effect of end result:

1. Program enrollment meets or exceeds budget projections.

2. Program evaluations in all areas meet good to excellent ratings.
3. High retention rate of students from year to year.
4. High referral rate from current parents.
5. Students reach program goals and objectives.

To Apply:

Send Cover Letter and Resume to Boys & Girls Clubs of Mercer County at:

centrest@bgcmercerc.org for Trenton Sites or sprucest@bgcmercerc.org for Ewing Sites.

OR the following address: After School Program, 212 Centre Street, Trenton, NJ 08611.