

<b>Job Title</b>	After School Teacher
<b>PVN ID</b>	QC-2410-006505
<b>Category</b>	Instruction and Social Service
<b>Location</b>	QUEENS COLLEGE
<b>Department</b>	
<b>Status</b>	Part Time
<b>Hourly Rate</b>	\$17.00-\$18.50
<b>Hour(s) a Week</b>	10.00-19.00
<b>Closing Date</b>	Dec 10, 2024 (Or Until Filled)

## General Description

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After-school teacher to supervise & engage children ages 6-10 years in developmentally appropriate educational and social-emotional activities, 2-4 days/week, Mon - Thurs 3:00 - 7:00pm at the Child Development Center. This includes homework help/tutoring, arts & crafts, music/movement, games and outdoor play. It is a fully in-person position on the main campus of Queens College.

Position contingent upon the successful completion of NYS OCFS clearance process.

## Other Duties

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- Assisting children during drop-off & pick-up transitions
- Teaching/modeling constructive, non-violent conflict resolution skills
- Assisting with classroom maintenance, including wiping down tables, sweeping & staging trash for custodian pick-up
- Compliance with all Child Development Center, Research Foundation and NYS OCFS policies & procedures
- Maintaining all classroom records, including attendance and arrival/departure forms
- Participation in monthly fire-drill exercises
- Participation/completion of NYC OCFS mandated trainings

## Qualifications

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- High School diploma
- College coursework related to child/human development and/or education preferred
- Works well as member of a teaching team

- Highly organized & responsible