

Early Impressions Preschool & Child Care

Position Description – Before & After Care Teacher



Job Title	School-Age Teacher	Position Type	Part-Time; Split Shift
Location	Multiple Locations	Direct Supervisor	Site Director

Job Summary

Early Impressions Before and After School Teachers are responsible for supervising and engaging students before and after regular school hours. The teacher will create a positive and supportive environment for children, encouraging them to participate in fun, educational activities, physical exercises, and recreational games. This position requires effective communication with students, parents, and center staff to meet the developmental and emotional needs of children. This age group includes children that range in ages from 5 to 12 years of age.

Before School: 5:45 AM – 8:45 AM

After School: 3:00 PM – 6:00 PM (some schools have early release days every week, so start time may be earlier)

Possible additional hours during school breaks, early dismissals, or special events.

Responsibilities

- Supervise and manage a group of students during before and after school hours, ensuring their safety and well-being at all times.
- Plan, document and implement age-appropriate activities that promote social, emotional, cognitive, and physical development.
- Assist students with homework, provide academic support, and encourage positive behavior.
- Foster a warm, inclusive, and respectful classroom environment where every child feels safe, valued, and supported.
- Maintain open communication with parents regarding their child's progress, behavior, and any concerns that arise.
- Ensure a clean and organized environment, adhering to Early Impressions policies and procedures.
- Assist in planning and leading group activities, such as arts and crafts, games, or sports.
- Respond to any emergencies or accidents following Early Impressions safety protocols.
- Follow all safety guidelines and ensure that students are picked up or dropped off by authorized individuals.
- Collaborate with other staff members to ensure smooth transitions between before and after school programs.

Job Requirements

- High school diploma or equivalent, required. Associate's degree in education, child development, or a related field, preferred.
- Previous experience working with children in a school or daycare setting is a plus.
- Strong communication and interpersonal skills, with the ability to work effectively with children, parents, and staff.
- Ability to manage groups of children in a positive and proactive manner.
- CPR and First Aid certification (preferred or willing to obtain).
- Ability to multitask, be flexible, and adapt to changing situations.
- Must be able to sit, stand, bend, and lift up to 20 pounds.
- Must be able to move quickly and actively supervise children.

Salary & Benefits

- Hourly rate of \$14.00 - \$16.00 (based on experience and education)
- Paid Time Off (PTO) accrual and Holiday Pay – eligible after 90 probationary period
- Free Child Care for Children 2 years and 6 months and older