



## **Kindergarten Aftercare Aide for Single Pod Job Description**

Duration: January – June 2021

Hours: 12:15pm - 5:15pm - Monday through Friday

### **Summary:**

The Kindergarten Aftercare Aide is an essential role for children at the school, creating a daily and weekly rhythm that gives them the opportunity to partake in rest, appropriate activities, and time to play and relax after a long school morning.

The Aide will work with one pod on campus. All COVID safety guidelines will be adhered to. The Lead and Assistant teachers of the pod will provide guidance and oversight for the Aide's work with the children and in the classroom and outdoor space.

### **Duties:**

- Bring nap supplies to the classroom
- Set up the Kindergarten room for nap
- Create a warm and welcoming environment for the children to enter into rest
- Hold two quiet snack times, with the children's snacks brought from home
- Lead activities for the children after rest, such as drawing, crafting and outdoor play
- Clean-up of the room, including wiping down surfaces, vacuuming, and emptying compost, etc.
- Clean-up of play yard after use, together with the children
- Work with Office staff on COVID-safe pick-up procedures for the children

### **Desired Experience:**

- Applicants must be familiar with and interested in Waldorf education
- Experience with and enthusiasm for working with young children
- Good communication skills with colleagues and parents/guardians
- Must have an interest in engaging children in crafts, games, and other activities, both indoors and outdoors
- Must be able to work independently and also with guidance from Lead and Assistant teachers of the pod
- CPR/First Aid certified

**Compensation:**

This is a part-time, non-exempt, hourly position. It carries no benefits other than those available through the San Francisco City Ordinances.

**Physical Requirements and Work Environment:**

- Be able to occasionally lift 30 lbs.
- Work intermittently in outside weather conditions, including heat and cold
- Regularly sitting or standing 4-8 hours

This position does not continue through the Summer Break.

<b>FLSA Classification:</b>	Hourly; not exempt from overtime
<b>Reports to:</b>	Grade School Chair
<b>Hired by:</b>	Grade School Steering Committee
<b>Date Modified:</b>	December 2020

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Please contact [jobs@sfwaldorf.org](mailto:jobs@sfwaldorf.org) with your resume and letter of interest.