

Boys & Girls Club of Corvallis – Emergency Childcare Teacher

PART-TIME POSITION: This is a seasonal position at the Boys & Girls Club of Corvallis that will last until either the end of the 2020-21 Corvallis School District school year, or when we stop offering an emergency childcare program, whichever occurs first.

Hours: *Part-Time, non-exempt:* Monday through Friday, either AM shift: 7:15 am to 1:00 pm or PM shift: 12:30 pm to 6:00 pm, as assigned by your Manager. **If you cannot work Monday through Friday during one of these shift times – do not apply.**

REPORTS TO: Supervising Manager on duty each week

WAGE: \$15 per hour, plus state accrued sick leave

GENERAL DESCRIPTION: The Emergency Childcare Teacher provides supervision and academic support for youth attending our BGCC childcare program. Teachers will proctor and provide support to youth participating in online curriculum provided by the Corvallis School District. Additionally, they will help develop and deliver engaging curriculum for supplemental activities that support arts and creativity, socialization, resilience, healthy lifestyles, positive mental state, good character, and fun. Teachers are responsible for engaging members in the process of learning; helping them to manage their assignments; and encouraging them to align their interests and strengths with learning opportunities. Teachers will target specific academic, social and behavioral outcomes for program effectiveness measurement, and will communicate these efficiently and on-time to various team members as needed. Teachers will also direct the work of High School Apprentices in their classroom.

GENERAL RESPONSIBILITIES:

- Supervise a youth cohort in grades K-6th in classroom, playground, and gym settings.
- Facilitate and proctor distance learning for students within program room. Assist youth in accessing online resources, check work, and troubleshoot problems. Communicate challenges to Program Director. Provide feedback to parents through written notes.
- Deliver highly engaging activities for both academic and enrichment times, including sports and games, arts & crafts, academics and/or other activities that are of interest to children, with an emphasis on creativity, fun, and academic enrichment.
- Build *Playworks* philosophy into core of program, ie. Positive, proactive strategies around recess, behavior management and enrichment activities.
- Develop and submit monthly calendar of activities. Communicate materials needed in a timely manner with plenty of time to obtain materials.
- Follow class cleaning procedures.
- Follow social distancing procedures when transitioning from classroom to recess, gym, and other shared areas.
- Minimize to the extent possible physical interaction between children in your class.
- Coach youth on best safety practices including wearing masks, social distancing, and hand washing. Communicate continued issues to direct supervisor.
- Provide youth guidance and discipline in accordance with BGCC guidelines.
- Maintain contact tracing records and submit weekly.
- Work side by side with other Teachers to provide excellent programming for youth.
- Exercise excellent verbal and written communication skills, with youth, fellow Teachers, Flex Staff, High School Apprentices, and leadership team.
- Exercise excellent communication skills with parents in written format.
- Direct the work of High School Apprentices in their classroom.
- Follow all guidance issued by the Early Learning Division for childcare workers and facilities.
- Other duties as assigned by the Site Manager.

REQUIREMENTS:

- Be at least 18 years old
- Pass a background check by the Early Learning Division
- Take and pass the Recognizing and Reporting Child Abuse and Neglect (RRCAN) 2 hour online course offered through Portland State University

- Have current certifications for 1st Aid and CPR
- Have previous youth development or childcare work experience

DESIRED:

- Bi-lingual: English and Spanish

TO APPLY:

Submit a Boys & Girls Club of Corvallis job application found on www.bgccorvallis.org/club-info/careers , cover letter and resume

OR, send a cover letter, resume, and the filled out application form to:

Attn: Clay Higgins

Boys & Girls Club of Corvallis

1112 NW Circle Blvd.

Corvallis, OR 97330

No phone calls please.

The Boys & Girls Club of Corvallis is a drug and alcohol free organization. We reserve the right to drug test applicants prior to employment.