

## Growing minds. Building character. Connecting hearts in Christ.

Zion Lutheran School Belleville + 1810 McClintock Ave. + Belleville, IL 62221 + zionoffice@zionschoolbelleville.org



### Extended School Care Program Supervisor

- Starts January 5th, 2022
- Before School Program - Monday-Friday, 6:45-8:30 am
- After School Program - Monday-Friday, 2:45-6:00 pm
- Primary Responsibilities
  - Oversee extended school care staff and scheduling
  - Create and maintain program structure for before and after school care
  - Billing
  - Communication with parents, school administration, and teachers
- Contact Ananda Baron (abaron@zionschoolbelleville.org)

### Lunchroom Monitor

- Starts January 5th, 2022
- 3-5 days per week, 10:40-1:15
- Primary Responsibilities
  - Interact with, care for, and supervise school-age children during lunch
  - Oversee lunchroom volunteers who assist with children, sweep floors, and clean tables
- Contact Julie Kienitz (jkienitz@zionschoolbelleville.org)

### Extended School Care Staff

- Extended Care (Before School & After School)
  - Hourly staff members, up to 20 hours per week
  - Morning shifts (6:45-8:30am) and afternoon shifts (2:45-6:00 pm) available (must be at least 18 years of age)
- Primary responsibilities
  - Interact with, care for, and supervise school-age children before and after school hours
- Contact Ananda Baron (abaron@zionschoolbelleville.org)

### Summer Program Director

- Summer program runs from Tuesday, May 31st-Friday, August 5th, 2022, but advanced planning begins in January/February of 2022
- Operating hours 7:30 am - 5:30 pm
- Primary Responsibilities
  - Plan engaging events, activities, routines and schedules for the children in attendance
  - Work with admissions and marketing director to provide advertisements and registration materials for the program from February-May



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- Oversee summer program staff
- Billing
- Contact Ananda Baron ([abaron@zionschoolbelleville.org](mailto:abaron@zionschoolbelleville.org))

### **Summer Program Staff**

- Summer program runs from Tuesday, May 31st-Friday, August 5th, 2022 18 years of age or older
- Available to work between 20-40 hours a week for the weeks summer program is operating
- Primary Responsibilities
  - Engage children in attendance
  - Plan, prepare, and implement daily activities
  - Adhere to Biblical teaching
  - Work with other staff members in a supportive team atmosphere
  - Maintain safety requirements
- Contact Ananda Baron ([abaron@zionschoolbelleville.org](mailto:abaron@zionschoolbelleville.org))

