



## **After-School Care Coordinator (Part-Time)**

The Atonement Catholic Academy is currently seeking a Part-Time After-School Care Coordinator to monitor the after-school care program. The After-School Care Coordinator will monitor students awaiting parent pick-up and is responsible for the overall safety of the students. The coordinator will work between the hours of 3:00 p.m. and 6:30 pm. on Tuesdays and Thursdays.

### **Responsibilities and Duties**

- Conduct set-up and clean-up of facility, furniture and equipment
- Monitor program and site in accordance with school rules and regulations
- Maintain good order and student safety
- Maintain student accountability and ensure it is tracked in accordance with school policy and practices
- Coordinate with parents to facilitate student pick-up

### **Minimum Qualifications**

- High school graduate
- Must be a practicing Catholic
- Must submit to and pass a background investigation

### **Salary**

Hourly wage. \$10.50/ hour.

### **The Atonement Catholic Academy**

The Atonement Catholic Academy provides an accredited classical education rooted in centuries of Catholic faith and tradition. Our highly acclaimed academics program encourages scholars to develop intellectual ability, make moral decisions, and solidify Catholic virtues. Our classical curriculum is led by Catholic teachers who truly care about all of their students. They are attentive to each child's education and religious formation. We are guided by the Latin phrase, "Fides et Ratio," Faith and Reason, which is at the core of our Christ-centered community of faith, hope, and love.

### **Application Process**

Please email application to [jobs@ourladyoftheatonement.org](mailto:jobs@ourladyoftheatonement.org)