



First Presbyterian Academy Greenville, SC

Job Title: Afterschool Enrichment Team
Supervisor: Director of Afterschool Enrichment
Subordinate(s): None
Part/Full-Time: Part Time
FLSA Status: Exempt

POSITION OVERVIEW

Under the supervision of the Director of Afterschool Enrichment, the Preschool Enrichment Team will assist in the development, coordination, and implementation of after school care for the lower school (K5-5th) students on the First Presbyterian Academy at the Shannon Forest campus. This position is a part-time position and requires the ability to work 2:30-6 pm, Monday through Friday.

GENERAL CHARACTERISTICS FOR EMPLOYMENT AT FPA

- A committed follower of Jesus Christ who loves children and desires to see them walk in the truth
- Passionate about living out his/her calling through the Christian education of our children
- Eager to serve in a Christian learning environment, modeling Christlikeness through his/her diligence, perseverance, resilience, patience, courage, and Christian discipleship
- In agreement with the Statement of Faith and Personal Lifestyle Statement as found on the FPA website (www.firstpresacademy.com) page
- Devoted to personal and professional excellence
- A member in good standing at a local evangelical church
- Committed to the goal of giving a good report with regards to the school and community and determined to live out the biblical principles of reconciliation spelled out in Matthew 18 when disagreement arises.

QUALIFYING CHARACTERISTICS

- Committed to maintaining an appropriate degree of confidentiality and professionalism.
- Ability to work as a part of a team
- Demonstrates good oral communication skills
- Ability to be respectful, friendly, nurturing, and attentive to others

ESSENTIAL DUTIES

- Maintain accurate and current attendance records
- Maintain an orderly and clean environment
- Ability to setup and take down various activities/games
- Oversee and facilitate the general safety of the classroom environment as well as the outdoor play areas
- Ability to address individual needs of students
- Prepare activities to address both whole group and individual needs
- Ability to help with homework/studying

PHYSICAL REQUIREMENTS

- Ability to evacuate students in the event of emergency
- Ability to sit, bend, kneel, and stand as needed in interactions with students
- Ability to talk clearly and to hear
- Ability to lift 40lbs

Supportive of the whole FPA community and works collaboratively in team-oriented environments with parents, students, fellow teachers, and administrators.