



Metro Community Development Corporation dba Delavan-Grider Community Center

Job Title: School Age Child Care Teacher

Location: 877 East Delavan Avenue, Buffalo, NY 14215

Wage: 25.00-27.00 per hour

Hours: 20 - 40 hours per week. 11:00 AM - 7:00 PM, Monday to Friday. ?

Reports to Executive Director

Description: As an After School Program Classroom Teacher at Delavan Grider Community Center, you will play a pivotal role in providing a nurturing and supportive environment for students who are often supported through DSS (Department of Social Services). We are an academic focused after school program with enrichment opportunities. In the program you will work closely with a diverse group of approximately 20 students, offering them snacks, tutoring, additional academic support, and enrichment activities.

Responsibilities:

- **Facilitate Educational Activities:** Plan and implement engaging and age-appropriate educational activities to support students in their academic growth and development. **Provide Academic Support:** Offer one-on-one or small group support sessions to assist students with homework assignments, projects, and any areas of academic difficulty.
- **Create a Nurturing Environment:** Foster a safe, inclusive, and supportive atmosphere where students feel valued, respected, and motivated to learn.
- **Supervise Students:** Maintain proper supervision of students at all times, ensuring their safety and well-being during program hours.
- **Coordinate Snack Distribution:** Oversee the distribution of snacks to students, ensuring adherence to any dietary restrictions or guidelines.
- **Collaborate with Program Staff:** Work collaboratively with other program staff members to coordinate activities, share resources, and ensure the smooth operation of the after school program.
- **Communicate with Parents/Guardians:** Maintain open and effective communication with parents/guardians regarding students' progress, behavior, and any concerns that may arise.
- **Document Student Progress:** Keep accurate records of students' attendance, academic progress, and any significant milestones or achievements.
- Complete documentation for billing
- 30 hours within a two year period through Office of Children and Families Services (requirement)

877 EAST DELAVAN AVENUE • BUFFALO, NEW YORK 14215

Phone: (716) 896-7021 • Fax: (716) 896-7024

**Qualifications:**

- Associates in Early Childhood development, Bachelor's in education, child development, or a related field (Master's degree and Teaching Certification preferred).
- Previous experience working with children and/or adolescents in an educational or childcare setting.
- Strong interpersonal and communication skills.
- Patience, empathy, and a genuine passion for working with young people.
- Ability to work collaboratively as part of a team.

Flexibility and adaptability to meet the needs of a diverse group of students.
First Aid and CPR certification (preferred).

Benefits:

- Opportunities for professional development and growth. Rewarding experience making a positive impact on the lives of children and families in the community.

Email Cover Letter and Resume to officedelgrider@gmail.com?

Please submit your resume and coverletter for consideration to metrocdc877@yahoo.com.