



Gesù School is currently seeking candidates for the following positions in the After-School Program:

### **Assistant Group Supervisor**

Reporting to the Director of the After-School Program, the Assistant Group Supervisor works with the Group Supervisor to coordinate and implement the daily activities of the After-School Program as set forth by, but not limited to, the Director of the After-School Program. Additional responsibilities may include coordinating the daily activities and supervision of aides in the absence of the Group Supervisor.

### **Education and Experience Required**

- High School Diploma required
- Additional qualifications must include **ONE** of the following:
  - a general educational development certificate and 30 credit hours from an accredited college or university in early childhood education, child development, special education, elementary education, or the human services field.
  - general educational development certificate, including 600 or more hours of secondary training
  - a general educational development certificate, 15 credit hours from an accredited college or university in early childhood education, child development, special education, elementary education, or the human services field and 1 year of experience with children
  - a general education development certificate and completion of a post-secondary training curriculum
  - a general educational development certificate and 2 years' experience with children

### **After-School Aide**

Reporting to the Director of the After-School Program, the Aide is responsible for assisting in the implementation of daily program activities of the After-School Program as set forth by, but not limited to, the Director of the After-School Program. All Aides will report to the Assistant Group Supervisor.

## Education and Experience Required

- High School Diploma or General Educational Development (GED) Certificate desired
- Minimum 8<sup>th</sup> Grade Education required with the following qualifications required:
  - Enrollment in a training curriculum relating to age and training of program attendees. The classroom training portion of the curriculum shall be completed prior to hire. Documentation of completion of classroom training and continuing enrollment in the training curriculum shall be included in the staff person's file.
  - A minimum of an 8th grade education and 2 years of experience with children

## General

Candidates eligible for hire must be fully vaccinated against COVID-19 and provide proof of vaccination. Fully vaccinated means that vaccine(s) and booster have been administered. Additionally, all eligible candidates must provide the following:

- Proof of Education: High School Diploma/Transcripts OR College Diploma/Transcripts
- Pennsylvania Disclosure State Application for Employment – Required by Child Protective Services
- Proof of No Sexual Offender Registry (NSOR)
- Criminal Background Check Clearance
- Child Abuse History Clearance
- FBI Criminal History Clearance (*for FBI Clearance - Google Indentogo, make an appointment use DHS Code 1KG738*)
- Health Assessment/ TB Test
- References (2)

State Required Orientation and Safety Training must be completed upon hire.

To apply - please complete and submit the Gesu School application for employment.