



Cape Fear Academy Job Announcement

Applications are now being accepted for After School Program Assistants for 2024-2025

Cape Fear Academy is a learning community committed to discovering and developing individual potential, preparing each student for success in college and life.

Located in Wilmington, NC, Cape Fear Academy is southeastern North Carolina's premier PK3-12 independent school. A learning community of 750+ students and 120+ faculty and staff members, CFA is guided by the mission of discovering and developing individual potential. To accomplish this goal, CFA offers students an impressive array of opportunities in academics, the visual and performing arts, and athletics. Our 47-acre campus has state-of-the-art facilities that provide a rich and inspiring physical environment for students to explore and develop their passions. More important, CFA boasts a committed faculty and staff who live the school's mission in their daily interactions with students.

Teachers at Cape Fear Academy deliver high quality instruction that emphasizes critical thinking, written and oral communication, and collaboration in a technology-rich environment. CFA's academic curriculum, recorded in an online mapping system, establishes clear, coordinated goals for each course and grade level while still allowing teachers the freedom to be creative and innovative in their instructional choices. Academic departments foster collaborative decisions about curriculum, materials, and departmental goals. This high level of collegiality as well as support for continuous professional development make CFA an ideal place to grow professionally.

All members of the CFA community are familiar with and expected to uphold and foster the core values of respect, integrity, resilience, and accountability. These core values are the cornerstone for a newly-developed leadership program that empowers students to develop leadership skills, enabling them to go further in school and in life.

After School Program Assistants

Scope of Role:

Under the supervision of the After School Program Coordinator, the After School Program Assistant is responsible for leading and building relationships with the students of Cape Fear Academy's After School Program. Assistants are responsible for managing and providing activities to students within the stated mission, goals, and policies established by Cape Fear Academy.

Major Responsibilities:

- Supervise and build relationships with a group of students grades PK – 8.

- Execute program activities, planned by the After School Program Coordinator that are culturally relevant, developmentally appropriate and consistent with Cape Fear Academy standards.
- Maintain an atmosphere that is fun, safe, friendly and challenging.
- Mentor and model responsible behavior while leading children in the program.
- Model and facilitate relationship-building skills in all interactions and maintain positive relationships with students, parents, school staff and other Cape Fear Academy staff.
- Adhere to Cape Fear Academy's policies and procedures, including those related to medical and disciplinary situations, child abuse prevention and emergency management.
- Ensure that space and equipment used for the program is taken care of and left in good, clean condition daily.
- Attend staff meetings and training.
- Maintain regular, clear, and concise communication within the area of responsibility.
- Perform other duties as assigned.

Job Schedule (Days): Monday; Tuesday; Wednesday; Thursday; Friday

Job Schedule (Time): 2:30PM-5:30PM

Qualifications:

Knowledge, Skills and Abilities:

- Must be at least 18 years of age.
- Previous experience working with children or teens is preferred but not required.
- Experience preferred in one or more of the following areas: outdoor education, planning and organizing activities, crafts, songs/music, skits, sports, recreational games, etc.
- Specific certifications and/or training may be required.
- Ability to relate effectively to diverse groups of people from all social and economic segments of the community.

Education: Associates Degree or Bachelor's Degree preferred, but not required.

Experience: Background in childhood education or daycare environment preferred. Experience working with children from ages PK-8 required.

Equivalency:

Directly related experience or a combination of directly related education and experience may be considered in place of the above requirements.

Physical Requirements/Working Environment:

- Ability to sit, stand or walk for the majority of a normal workday.
- Ability to pull/push/carry up to 25 lbs. of equipment.
- Must be able to lift and carry preschool children short distances, up to 30 lbs.
- Must be able to see and have close vision, distance vision, color vision and the ability to adjust focus.
- Must be able to hear sufficiently in order to communicate with others.
- Must be able to speak clearly and loudly enough to be understood, occasionally from a distance of 25 feet.
- Must be able to work effectively in an environment with moderate noise level.

Compensation: A competitive hourly rate offered.

To apply please visit our website and click on “Apply Here”

<https://www.capefearacademy.org/about/employment>

Or use the link below:

<https://recruiting.paylocity.com/recruiting/jobs/All/bad901c1-f066-460d-90a1-32df81fba70b/Cape-Fear-Academy>