

Paxton Recreation is planning on starting a Before and After School Program at the Paxton Center School for the beginning of the fall 2021 school year. Staff needs to be hired and complete EEC requirements prior to getting licensed for the program. All interested parties please send in resume by May 1st.

Group Leader: A Group Leader is responsible for the daily program, safety, and well-being of children. Helps plan and conduct daily activities of age-appropriate curriculum for students. Follow licensing procedures to always safeguard the health and safety of the children. Assume responsibility for classroom materials and equipment, ensuring they are clean, safe, and stored properly. A group leader reports to the site director. Contribute to the written yearly progress reports. Maintain a cooperative working relationship with parents and coworkers. Participate in staff meetings to discuss needs of individual students, curriculum planning, and other classroom issues, as needed. The Group Leader has training pertinent to the developmental needs of school-age children and meets the following requirements:

- Must be at least 18 years of age and meet one of the following sets of requirements:
- Have a Bachelor's Degree or an Associate's Degree; and have three months of experience working with school age children.
- Have a high school diploma or equivalent; and have six months of experience working with school age children including three months of supervised experience at a school age childcare program.
- Have nine months of experience with school age children including three months of supervised experience at a school age childcare program.
- Needs to be motivated, enjoys working with children, organized, and creative.
- Must complete all EEC required trainings.

**All interested parties please submit resume to: Paxton Recreation
697 Pleasant Street, Paxton, MA 01612 or email to
recreation@townofpaxton.net by May 1st.**

