



P O Box 1355♦710 Black Diamond Road♦Pittsburg, CA 94565♦925-252-9199 Voice♦925-252-9947 Fax ♦ www.stsacademy.org

Youth Development Leader

We are pleased to announce the above position is open. If you are interested in applying for this position, please visit www.stsacademy.org to submit an employment application or call (925) 252-9199 for more information.

STS Academy does not discriminate on the basis of race, national origin, gender, religion, veteran status, or disability in employment, in provision of services or access to programs.

STS Academy is an Equal Opportunity Employer, Drug Free Workplace.

Minimum Requirements:

- High School Diploma
- One Year of Childcare Experience

Essential Duties and Responsibilities (full job description could be provided upon interview)

- Coordinates and implements programs and activities for academic and recreational programs
- Be prepared for students arrival
- Create daily activities for students and prepare weekly schedules
- Assist with snack preparations and snack sheets by monitoring, managing and assisting with snack preparation.
- Take attendance and be aware of students at all times of arrival and departure
- Ensure a clean, safe and orderly program environment by monitoring conditions of the facilities especially the restrooms and notifying the Site Coordinator accordingly
- Monitor and implement student activities, enrichment and/or recreational programs as directed by Site Coordinator
- Assist with performance and development of students

Rate of Pay

\$10.90 per hour*

Hours

After-school hours (Monday – Friday)

Location

Schools in Pittsburg, CA

*This position pays \$10.90 if the applicant has at least 2 years of college experience or pass the Instructional Aide Test. Otherwise, position starts at minimum wage.