



NANTUCKET PUBLIC SCHOOLS

INTERNAL POSTING



Nantucket Community School

ENGAGING. STRENGTHENING & CONNECTING OUR COMMUNITY

TO: All Staff
FROM: Superintendent's Office
RE: Anticipated Vacancy
DATE: August 23, 2022

POSITION: Extended Day Assistant Teacher - Nantucket Community School

DATES: September 8, 2022 – June 16, 2022

DESCRIPTION: To assist in providing a safe, reliable, and nurturing after school child care environment for NCS students in grades K-2. This program is offered from the end of the school day through pick-up by the parent/guardian. This position will encourage developmentally appropriate activities for the whole child, including, but not limited to: homework help, arts & crafts, snack, physical movement, and literacy enrichment.

- Supervise children and implement activities in this comprehensive after-school program for students following the completion of the school day.
- Ensure appropriate student/caregiver ratios are maintained and are based on best practices and overall safety needs of the currently enrolled children.
- Maintain and strengthen trusted relationships with parents and guardians of enrolled children.
- Maintain child/family confidentiality by limiting communication about issues of concern to the Childcare Coordinator, NCS Assistant Direction, and/or NCS Director.
- Develop and strengthen relationships with community members participating in NCS programs.
- Maintain confidentiality of reports, records, correspondence, and communications.
- Act as a friendly ambassador for Nantucket Community School and Nantucket Public School District
- Maintain satisfactory attendance, as defined in district policy and regulations.
- Adhere to and remain familiar with protocols and program policies developed by the Nantucket Public School and Nantucket Community School.
- Maintain a professional and pleasant attitude, being tactful and courteous toward co-workers, students, parents, and members of the public.
- Present a professional appearance, positive attitude, and a high standard of customer service at all times.
- Perform such other tasks as determined by the Extended Day Coordinator and/or the Director of the Nantucket Community School.

The position requires an Associates Degree or higher. Early childhood experience preferred, as well as certification in CPR & First Aid (will be provided upon hire if needed).

APPLICATION: Interested candidates should apply to the Nantucket Community School Director via email to GraziadeiA@npsk.org.