After School Care Provider

Mission:
We empower young people to explore and grow their unique intellectual, ethical, and creative capabilities, and to treasure diversity and growth in others.

Care Provider position:
Explorer West Middle School offers daily after-school care for our students from 3:30 - 6:00 pm. After-school care includes a combination of outdoor time, playing and relaxing, and indoor time, working on homework or projects.

The After School Care Provider is a part-time position from 3:30 to 6:00 pm on all school days. No work is required during Winter Break, Mid-Winter Break, Spring Break, and Summer Break, as well as on any other days on which school is not in session. A typical month includes approximately 40 hours of work.

Explorer West Middle School is located at 10015 28th Ave SW, Seattle, WA 98146. The position will begin September 1, 2026.

Responsibilities include:
- Monitoring students in the after care program each day, ensuring a safe environment for all students
- Supervising students for a combination of outdoor time and indoor/outdoor homework time
- Engaging in structured activities with students
- Distributing a simple snack and supervising the students as they clean up
- Providing basic homework assistance and monitor for appropriate use of technology
- Interacting with parents and caregivers as they collect the students at the end of the day
- Tracking and summarizing attendance information
- Other duties as required and assigned

Qualifications:
The successful candidate will be at least 21 years of age, eligible to work in the United States, and demonstrate:
- A warm and engaging personality, an appreciation for (and delight in working with) 11- through 14-year-olds, cultural competence, and the ability and desire to connect with all members of a diverse community
- Flexibility, and a willingness to learn and try new things
- Effective communication and collaboration skills
- Comfort with enforcing behavior expectations
- Flexibility and enthusiasm
- Reliable attendance and commitment to quality service.
- Work environment and physical demands include:
    - Ability to stand and walk in a school environment for extended periods, handle standard office materials, and support body with core muscles;
    - Occasional lifting or moving of items 10-25 pounds;
    - Must be able to effectively communicate with students, colleagues, and families, including demonstrating reliable auditory and visual awareness as required for the role;
    - Ability to use hands to handle small objects, and to manage writing.

Compensation:
The part time caregiver position pays an hourly rate of $21-25 depending on experience, payable semi-monthly.

Send letter of interest, resume, and contact information for three references to Explorer West Middle School at employment@explorer-west.org.