



PROGRAM: Kid Connection School Age Care

POSITION TITLE: Kid Connection 2024-25

REPORTS TO: Site Lead and Program Coordinator

JOB SUMMARY: To provide guidance, enrichment, and supervision to students in the Kid Connection program in a consistent, positive style. Support students within the program as needed.

DUTIES: Essential Functions

- Understands and implements the Kid Connection program philosophy, policies, and procedures, aligning with the Staff and Parent Handbooks, School Age Quality Standards, and CCAP guidelines.
- Maintain a safe and healthy environment for self, other adults, and children following program health and safety procedures.
- Plan, prepares, and lead developmentally appropriate and culturally responsive activities using Minnesota School Age Core Competency guidelines and the National Afterschool Association Standards for Quality School-Age Care. Will provide a written schedule and calendar of daily activities for the month.
- Assists in development of environment, curriculum and daily schedule that allows children to assume responsibility for successful peer interactions and choices and that meets the interest and developmental needs of each child.
- Promotes and maintains a positive attitude that supports the philosophy and mission of Kid Connection school age care and the strategic plans of Farmington Area Schools and Community Education.
- Provides support and guidance when working with new staff members and delegate appropriate tasks and assignments that support the classroom and daily schedule of activities.
- Participate in regular site staff meetings, coaching and positive role modeling, related to the Kid connection program.
- Actively engages with adults, children, and staff members following the guidelines of Farmington Area Schools and Community Education
- Promotes a positive image of the program by maintaining open and positive communication between Kid Connection staff, school staff, parents, and community.
- Teach and demonstrates appropriate social skills to children through planned curriculum, role modeling, and positive reinforcement.

Other Functions

- Assists in the maintenance of accurate attendance records, incident, behavior, accident reports and other forms as needed.
- Complete and implement all trainings and guidelines provided.
- Personal belongings will be stored away from children; including but not limited to cell phones, personal computers, purses, and backpacks.
- Recommend and maintains developmentally age-appropriate materials and equipment.
- Other tasks and responsibilities as delegated by the Site Lead, Program Coordinator or Director

Knowledge, Skills and Abilities Required

- Experience working with school age children (preferred)
- Ability to work effectively with children ages 5-12
- Demonstrated ability to supervise staff and children
- Good communication skills
- Good organizational skills
- Dependability
- Knowledgeable about the developmental needs of children
- Team Player
- Ability to mediate and problem solve
- Ability to work independently and take initiative
- Ability to become First Aid and CPR certified

Physical Requirements

- Physically capable of meeting all performance responsibilities required with students, including moderate standing, walking, stooping, bending, and kneeling.
- Presenting information to students and lifting up to 50 pounds.
- Ability to be outside in all weather conditions.