

**PART - TIME BEFORE/AFTER SCHOOL STAFF
JOB DESCRIPTION**

DEPARTMENT: Eatontown Recreation & Community Services

SUPERVISOR: Janice Grasso

**Contact Information: 732-389-7647 - rec@eatontownnj.com
47 Broad St. Eatontown NJ 07724**

JOB TITLE: Before/ After School Care Program Assistant

DESCRIPTION OF JOB DUTIES: Work with elementary school children Grades PRE-K – 4th in a supervised before/after school care program. Supervise children at all times, set up activities, organize games and participate with children, organize homework area. Supervise outdoor playground and participate in outdoor games and sports with children. Hours: 6:45AM – 8:45AM and/or 2:45PM – 6:00 PM Monday through Friday September – June

JOB REQUIREMENTS/QUALIFICATIONS DESIRED: Previous experience with children preferred examples include- babysitting, camp counselor etc. Must be 18 years of age. Requires fingerprinting, background check, these fees reimbursed by the Borough of Eatontown.