

**Homework Club and Child Care Assistant
Cataldo Catholic School**

Cataldo Catholic School is seeking a qualified person to serve as a Homework Club Assistant for upper elementary age students and as a childcare assistant in the licensed after school child care program – Cataldo Care. The hours will be Monday through Friday, 2:00 - 4:30 during the school year. Additional hours are available in the Cataldo Care after school program.

Minimum Position Requirements: Supports the Cataldo Catholic School Mission and Philosophy as presented on the web page, high school graduate, experience working with elementary school aged children, enthusiastic about keeping students engaged and productive, comfortable taking direction from program supervisor and director, possesses strong communication skills with children, co-workers, and parents, a team player with good conflict resolution skills and professional demeanor.

Credentials Preferred but Not Required: Possess or currently working towards Associate of Arts or Bachelor's Degree, experience with school aged and preschool aged children. Practicing Catholic.

Timeline: This position is open until filled. The need is immediate. The position is part-time.

How to Apply: Please submit the following to Dr. Mark Selle, Head of School: letter of interest, résumé, references including immediate supervisor(s) up to the past five years of employment and other references as desired. To apply, email documents to Dr. Selle at mselle@cataldo.org.