

JOB POSITION: SUMMER ACADEMY **SUBJECT:** N/A
COUNSELOR Jr.

GRADE: K-4 **TYPE:** SUPPORT STAFF

F/T OR P/T: PART-TIME **START DATE:** JULY 2025

SUMMER ACADEMY EXTENDED DAY COUNSELOR JR.

Cresthaven Academy Charter School exists to provide a comprehensive education to our scholars that develops the 'whole child' through academic excellence, physical wellness, emotional health, and character enrichment. Our school is built on the belief that all children, regardless of race or economic status, can succeed when given equal access to a high-quality education. Each of our scholars will be empowered to overcome challenges and equipped to sustain their success in school and beyond.

Cresthaven Academy Charter School opened in August 2016 with 75 kindergarten scholars, and adds a grade each academic year until we are a K-8 school. All Cresthaven Academy scholars receive access to the best educators and resources, serving to actualize each child's potential and setting them on the path to college. Cresthaven Academy Charter School is supported by Cresthaven Academy Foundation, a 501(c)(3) non-profit organization. The Foundation exists to support the school and teaching staff in all things outside of classroom instruction, reducing the risk of burnout and raising academic standards by allowing educators to focus on their scholars. Together we incorporate comprehensive support for scholars and families into the education model, including an afterschool program, in order to inspire excellence in character, identity, and academics in each child.

Cresthaven Academy is focused on supporting excellent teaching that closes the achievement gap. We recognize that teachers are the most important in-school factor contributing to student achievement. We also value leadership and support staff because they facilitate, encourage, and help to foster the developmental growth of scholars to achieve physical, social and mental well-being by providing quality care and expertise in their respective roles.

The ideal candidate is an energetic self-starter who has a desire to work with children and help foster and continue to develop their academic and social skills while instilling positive values and creating memorable experiences. Our counselors are expected to facilitate and moderate camp-like experiences, special activities, and ensure all scholars' safety.

COMPETENCIES & RESPONSIBILITIES

- Serving and supervising snacktime, scheduled activities, free play and outdoor play times.
- Support with planning and execution of student programming
- Prep supplies necessary for daily activities, i.e., attendance forms, walkie talkies, sports equipment and games etc.

- Assist scholars with homework as needed
- Maintain a safe and orderly environment
- Ensure scholars are engaging in a respectful manner
- Interact & communicate with families in a professional manner
- Follow protocols that are set forth by the Program Director
- Maintain cleanliness of the environment and ensure all rooms utilized are clean

QUALIFICATIONS

Our ideal After School Counselor Jr. will have:

- Must be 13 years or older
- Current High School Student
- Must be able to work Mon-Friday 11:00 am - 4:30 pm
- Must be able to assist children with school like activities and participate in sports/games
- Good communication skills, both verbal and written
- Experience working with and desire to mentor youth (highly preferred)
- Previous experience working with children in camp and after school program setting preferred
- Ability to work in a team setting
- Must be able to stand for the majority of the time
- Must be responsible, reliable, and punctual
- Conflict Resolution experience preferred

WHAT YOU CAN EXPECT AT CRESTHAVEN ACADEMY CHARTER SCHOOL

PROFESSIONAL DEVELOPMENT:

We are invested in hiring, training, and retaining top talent. Before the school year begins, we offer three weeks of targeted training for new staff and two weeks for returning staff. Support includes: • Built-in planning time for intense collaboration with grade teams and school leaders. • Outside professional development opportunities to acquire additional skills to work with SWDs,

SCHOOL COMMUNITY:

At Cresthaven Academy, we are working collaboratively with parents and community leaders to build a culture of success and student achievement. We hold all members of our school community to high expectations, know every scholar and family by name, and offer comprehensive support to ensure success for all of our scholars.

- After-School offers us an opportunity to be creative and think out of the box to better serve our scholars.
- Staff will have the option of receiving an additional stipend for work conducted to enhance enrichment programming.
- Home visits and Parent Academy are designed to build rapport with families and establish a strong sense of community.

Cresthaven Academy Charter School offers a competitive salary and benefits, commensurate with experience and skills. Cresthaven Academy Charter School is an equal opportunity employer.