JOB APPLICATIONS WANTED

TITLE: GIAC After School Recreation Attendant

LOCATION: Greater Ithaca Activities Center (GIAC)

SALARY: $16.00 - $18.00/Hour

WORKWEEK: Monday - Friday (5-days a week) or a partial week schedule.

HOURS: 1:45 p.m. - 5:15 p.m. (17.5 hours/week based on 5-day a week schedule)

The Greater Ithaca Activities Center (GIAC) is currently scheduling interviews for qualified candidates to work as seasonal hourly employees for the GIAC After School Program for the 2022-2023 school year from September 2022 to June 2023 to work with elementary and middle school aged children 4-13 years old.

Recreation Attendants support the program through assisting with after school activities. GIAC provides participants with educational, recreational and multicultural program experiences.

Duties:
• Assist with preparation and implementation of daily indoor/outdoor activities, physical activity and games, field trip outings, arts and crafts, homework assistance, and other programming.
• Assist with daily check-in and check-out, following arrival and departure procedures.
• Assist with snack and meal time procedures.
• Responsible for the supervision and well-being of youth/pre-teen participants during program.
• Adhere to all OCFS childcare regulations for a School Aged Child Care Program.
• Follow all GIAC and health and safety regulations, including COVID19 safety and report first-aid needs.

Applicants must be able to pass an Office of Family and Children Services (OCFS) background check, health physical and TB test (paid by GIAC).

MINIMUM QUALIFICATIONS: No experience required. Must be at least 18 years old.

PREFERRED QUALIFICATIONS: Youth/pre-teen work or volunteer experience.

APPLICATION MATERIALS REQUIRED: City of Ithaca application

All applications must be electronically submitted through our online application program. We do not accept faxed applications, e-mailed applications or photocopies of applications.

Applications accepted until position is filled. Submit applications materials to:

City of Ithaca
Human Resources Department
Web site: https://ithaca-portal.mycivilservice.com

The City of Ithaca is committed to Equity and Inclusion. We encourage those with similar values to apply.

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