

EASTFORD SCHOOL DISTRICT
Eastford, Connecticut

Afterschool Special Program Provider (Facilitator)
A component of the Eastford after-school program

QUALIFICATIONS: Demonstrated success in identifying with and relating to students through engaging programs.

REPORTS TO: Eastford Afterschool Project Director/ Program Coordinator

The Eastford afterschool programming is designed to address the following goals:

- A. Increase students' ability to perform at grade level in ELA/Mathematics
- B. Increase students' social-emotional competencies and positive sense of self
- C. Increase students' engagement in "beyond the basics" learning opportunities
- D. Increase family engagement in school

The Special Program Provider (Facilitator) is required to:

- Provide a description and dates for the proposed special program to the Program Coordinator one month before the start of the program.
- Provide a Purchase Order of supplies to the Program Coordinator one month before the start of the program.
- Coordinate with the Program Coordinator on the invitation/sign-up for the program, if needed.
- Facilitate the activity on the designated day.
 - Supervise the students in the activity.
 - Ensure there is an adequate number of supplies for the students.
 - Supervise dismissal of students in your program to the Wellness Program or designated parent.
- Record all attendance and submit it to the Program Coordinator.
- Administer a short feedback survey and provide feedback from the students taking part in your programming to the Program Coordinator.
- Communicate any concerns to the Program Coordinator.

TERMS OF EMPLOYMENT: Durational appointment in line with language in the After School Grant.

COMPENSATION: \$40 for each session/activity

June 2024 ck