



MONROE CATHOLIC ELEMENTARY SCHOOLS

JOB POSTING

MCES Latchkey for 2023-2024 School Year

This position will mainly be in the afternoons between 2pm-6pm.

Supervising and engaging with young children ages 3-5 and or children ages 5-12.

- Create, manage and participate in a variety of learning environments and activities that provide opportunities for students to develop to their fullest potential and achieve their learning objectives.
- Create and deliver lesson plans, implement school curriculum, and assess developmental needs of students.
- Maintain a healthy and safe environment.
- Communicate positively with students, parents and staff.
- Participate collaboratively and professionally with other teachers and staff to promote the general well-being of the school, and collective/individual interest of its staff and student body.

Qualifications/Requirements

- High school diploma or general education degree; must be at least 18 years of age.
- Must obtain and keep current training certifications in first aid, CPR, communicable diseases, child abuse recognition & prevention required by the State of Michigan.
- Must have Criminal Background Check and Fingerprints completed.
- Must work on all non-school days, including when school is delayed or closed.
- Ability to relate effectively to diverse groups of people from all social and economic segments of the community.
- Proven track record of developing authentic relationships with others.
- Ability to foster a collaborative team approach to solving challenging situations.

Job Type: Part-time

To apply, please send resume to Kim Reynolds, Director of Early Childhood Education at kreynolds@monroecatholicschools.com or call 734-241-3923 ext 2.