

## Location and Job Title:

Schools Out Enrichment Counselor  
Levite Jewish Community Center  
3960 Montclair Road  
Birmingham, AL 35213

## Principal Responsibilities:

Work with a group of children, planning and implementing activities in a manner that motivates and engages children and strengthens their social skills.

## Minimum Qualifications:

### Responsibilities:

- Help to plan and implement activities.
- Encourage pro-social behavior and self-discipline in children.
- Communicate regularly with programming team regarding needs for materials and supplies
- Help to support activities.
- Escort groups of children to and from activities throughout the building.
- Supervise children at all times, as their health and safety is ALWAYS the priority.
- Attend and participate in staff training that will be offered throughout the year

### Qualifications:

- At least 15 years old
- At least 1 year of childcare experience preferred
- Problem solving skills
- Must be organized
- Willingness to learn and understand Levite JCC policies and procedures

### Competencies:

- Friendly
- Organized
- Informative

This job description may not be all inclusive and employees are expected to perform all other duties as assigned and directed by management. Job descriptions and duties may be modified when deemed appropriate by management.

All employees of the Levite Jewish Community Center are required to be fully vaccinated against Covid-19.