



## **School Age Child Care - Group Leader & Specialist - Red Rocks Community College**

**Department: School Age Child Care**

**Position Title: Group Leader (Multiple levels) & Specialist**

**Position Type: Part-time, Variable Hour**

### **Job Description:**

Red Rocks Community College School Age Child Care (RRCC SACC) is hiring part-time employees to join our team! We are looking for individuals that are dedicated to providing a safe, fun, caring and structured environment for children ages 5-12 where they have an opportunity to learn lifelong skills in recreation and social behavior. The ideal candidate must have a passion for supporting school age children in: arts, crafts, science, outdoor games, and supporting friendships and meaningful relationships.

You can work up to 28 hours per week. Available hours are Monday - Friday between 6:30 am - 8:30 am and (primarily) 2:00 pm - 6:00 pm.

Summer camp and break care hours fall between 6:30am and 6:00pm.

The programs we are hiring for are located in the Lakewood, Littleton, Arvada, and Westminster areas of Jefferson County Public Schools.

**Responsibilities include:**

- Implement and plan activities that are designed around the children’s interests.
- Provide a safe environment through active supervision and guidance.
- Build and promote healthy relationships with children, their families and the school community.
- Adhere to regulations set by all governing bodies (health department, Office of Early Childhood, etc.)

**Minimum qualifications:**

- 16 years old
- Willingness to obtain First Aid/CPR certification within 30 days of hire
- Ability to reliably and consistently reach job site according to schedule

**Preferred qualifications:**

- Previous paid or volunteer experience with children between the ages of 5 and 12.
- Availability for at least 3 afternoon shifts each week.

The range for salary is \$12.69 - 15.23/hr. The positions depend on verifiable experience, certificates, training and education. The position requires all employees complete a CBI background check prior to being offered a position.

	<b>Group Leader 1</b>	<b>Group Leader 2</b>	<b>Group Leader 3</b>	<b>Group Leader 4</b>	<b>Specialist (Assistant Director)</b>
Required Training/ Education	Required trainings with RRCC SACC	12 College Credits	16+College Credits	36+ College Credits	48+ College Credits & Site Manager Training
Experience*  *Verified	50 hrs. Experience	480 hrs. Experience	550 hrs. Experience	1200 hrs. Experience	1650 hrs. Experience
Knowledge, Certifications and Skills	1st Aid, CPR, Standard Precautions	GL1 +  Medication Administration	GL 1/2 +  Medication Administration	GL 1-3 +  Delegation	GL 1-4

## How to Apply:

[Click here to apply for this position!](#)

For questions about this position, please contact **Sarah Espinoza** at [Sarah.Espinoza@rrcc.edu](mailto:Sarah.Espinoza@rrcc.edu).

For questions in general about variable hour employment, please contact Bob Miller at [Bob.Miller@rrcc.edu](mailto:Bob.Miller@rrcc.edu).

This position will remain open until **09.17.2021**.

## Title IX, Diversity and EEO Statement:

*Note: Former employees of the Colorado Community College System or one of its 13 colleges, who were disciplinary terminated or resigned in lieu of termination, must disclose this within your application materials.*

*Red Rocks Community College is committed to diversity in its people and programs. The College prohibits all forms of discrimination and harassment including those that violate federal and state law or the State Board for Community Colleges and Occupational Education Board Policies 3-120 and/or 4-120. The College does not discriminate on the basis of sex/gender, race, color, age, creed, national or ethnic origin, physical or mental disability, veteran status, pregnancy status, religion, genetic information, gender identity, or sexual orientation in its employment practices or educational programs and activities. Red Rocks Community College will take appropriate steps to ensure that the lack of English language skills will not be a barrier to admission and/or participation in vocational education programs.*

*RRCC has designated Arnie Oudenhoven as its Affirmative Action Officer/Equal Opportunity Administrator/Title IX Administrator with the responsibility to coordinate its civil rights compliance activities and grievance procedures. Report all concerns or complaints relating to discrimination or harassment to the Title IX/EO Coordinator(s). For information, contact Arnie Oudenhoven Executive Director, HR, Title IX Coordinator, Title VII/Equal Opportunity Coordinator, ADA/Sec 504 Coordinator, via mail at 13300 West Sixth Avenue, Lakewood, CO 80228. Phone 303.914.6298, or email [arnie.oudenhoven@rrcc.edu](mailto:arnie.oudenhoven@rrcc.edu) or Deborah Houser, Assistant Director of Human Resources/Deputy Title IX Coordinator, 303.914.6224 [deborah.houser@rrcc.edu](mailto:deborah.houser@rrcc.edu). 13300 West Sixth Avenue, Lakewood, CO 80228.*

*You may also contact the Office for Civil Rights, U.S. Department of Education, Region VIII, Federal Office Building, 1244 North Speer Boulevard, Suite 310, Denver, CO 80204, telephone (303) 844-3417.*

*Reasonable accommodation will be provided upon request for persons with disabilities. If you are a person with a disability who requires an accommodation to participate in the application process, please notify Human Resources at 303-914-6570.*

*RRCC conducts pre-employment background checks on all employment finalists to determine or verify background information, including criminal history, references from previous employment, qualifications, and, when applicable, driving history. Employment offers are contingent upon receiving a satisfactory report.*

*For information regarding Red Rocks Community College Security, including crime statistics for the Red Rocks Community College Lakewood and Arvada campuses, please see the Red Rocks Community*

*College campus security website at <http://www.rrcc.edu/police/>. For a hard copy report, please contact 303.914.6494.*