

# After School Position Available



## Technology Program Specialist

Under the direction of the Site Coordinator and program staff, the Technology Program Specialists will work with the students in the area of computer technology to using computer programs designed to help students with reading and math. Scholars Unlimited programs are located in elementary schools throughout Denver, within Denver Public Schools.

This position is available at the following schools: Ashley, Columbine, Florida Pitt Waller, Harrington, John Amesse, Oakland, Stedman, Swansea and Whittier. Dates for the program will be September 12<sup>th</sup>, 2016 to May 12<sup>th</sup>, 2017.

### Job Requirements & Expectations

- Provide literacy instruction using the curriculum as outlined by Scholars Unlimited
- Work with small groups of students running computer-based educational programs
- Assist students in the development of learning computer skills
- Experience and expertise in the management of activities for small groups of children
- Ability and experience in using computers, including the ability to solve simple computer/program issues
- Take daily attendance.
- Provide safe and quality care to students
- Attend all training and staff meetings
- Complete paperwork required by the State of Colorado for State Child Care licensing
- Adhere to all Scholars Unlimited policies as stated in the staff manual
- Other duties as assigned

### Required Experience and Skills

- AA degree or college level classes
- Elementary school experience
- Must know how to work with computers and current computer technology
- Able to work the entire schedule
- Able to attend all trainings
- Must pass Social Services child Care requirements and a background check
- In good standing with Scholars Unlimited
- Must be at least 18 years old

### Compensation

\$13.00/hour once all paperwork is completed for all program, meeting, training and approved planning time.

To Apply: Please visit [www.scholarsunlimited.org](http://www.scholarsunlimited.org) to fill out an online application.

Employment with Scholars Unlimited is on an "at-will" basis and is for no definite period and may regardless of the date or method of payment of wages or salary, be terminated at any time with or without cause and without prior notice. Equally, employees are free to terminate their employment at any time for any reason.