



After-School Club Instructor Positions

Berkshire Country Day School, Stockbridge, MA

Start Date: September 2023

Status: Part-Time

Berkshire Country Day School is seeking a part time, after-school club instructor for our students in grades K-8 for the upcoming school year. We are looking for instructors who are interested in running a club after school one, two, or three times a week (Mondays-Thursdays) from 2:45-4:45pm. The club will begin at 3:00pm and end at 4:30pm.

Interested candidates should email a cover letter and resume to Kate Hillman (Associate Head of School) at khillman@berkshirecountryday.org.

In your email, please include the type of club you are interested in running and how many students you could enroll. Hired candidates will share a club description with the school which will then be shared with our BCD families with an end date to sign up. If enough students are interested, the club will run and families will be notified. Our start date will be the week of September 12, 2022. Payment will be based on the club fee chosen by the counselor and the number of students who sign up.

Club Suggestions (but not limited to):

- Chess club
- Nature club
- Harry Potter club
- Crafting/Sewing club

- Acting/Theater club

Desired qualifications:

- Experience working with young children in school, camp, daycare or after-school program or an equivalent combination of education and experience required
- Reliable, mature, and strong communication skills
- Punctual and present
- A sense of creativity and imagination; a desire to have fun with kids
- Physical capacity to work independently in a childcare role

Responsibilities include but are not limited to:

- Create and maintain a warm, safe, and enriching environment for Lower School students participating in the after school program
- Plan and implement activities for students that are engaging, enriching and developmentally appropriate
- Act as the spokesperson for the after school club; interface with families during pick up time