

# ST. GEORGE'S INDEPENDENT SCHOOL

## Extended Day Counselor

Collierville Campus (1880 Wolf River Blvd. Collierville, TN 38017)

St. George's Independent School seeks a passionate, entrepreneurial, and hard-working individual who is energized by work with families to serve as an Extended Day Counselor, beginning immediately. St. George's Independent School welcomes applications from persons of any race, color, creed, national, or ethnic origin.

### Education:

Preferred - College student working toward degree in education

Required - Graduated from high school

### Salary: Hourly

The Extended Day program at St. George's provides a supervised program for students in a safe, structured environment. Students enrolled in the Extended Day program utilize our library resources to work on homework, read, create, or quietly connect with others. The Extended Day Counselor reports directly to the Director of Extended Day. Counselors support the director in meeting the expectations of the program while supporting the student and family needs for safety, supervision, and communication.

### Performance Responsibilities:

- Exert an enthusiastic, positive, and supportive influence with children
- Sign them in and out of Extended Day according to our campus rules
- Facilitate their engagement with homework, reading, projects, or each other
- Communicate and collaborate with the Director of Extended Day, Middle Division Director, and Librarians
- Fulfill additional program-related duties as assigned by the Director of Extended Day

### Qualities:

- Genuinely care about children and enjoy relating to them while working in their midst
- Show initiative in responding to needs of program mission within guidelines of provided training and orientation
- A positive role model for children supporting Judeo-Christian values

### Employment:

Monday - Friday, 3:45-6:00 pm (possible additional hours available for evening school events)

To apply, send a cover letter and resume to Maddie Lawo, Director of Extended Day [mlawo@sgis.org](mailto:mlawo@sgis.org) or 8250 Poplar Ave. Germantown, TN 38138-9969.