The **Afterschool Program Coordinator** supports the day-to-day functioning of programming by overseeing student arrival and early dismissal, modeling positive teacher-child interactions, and leading community meetings. They will report to the 1st-5th Grade Site Director, coaching 3rd-5th Grade Afterschool teaching staff on the Nurtured Heart Approach.

(fka) Agassiz Baldwin Community Afterschool Programs serve local children and their families. Teachers present activities during community meetings and children make decisions about how they spend their time after school. Past activities include organized sports and games, jewelry making, philosophy, origami, gymnastics, juggling, batik, fashion design, gardening, cooking, and more!

We are located at 20 Sacramento Street, a large Victorian house in Cambridge, MA with access to a beautiful backyard and art studio space at Maud Morgan Arts. The 1st-5th Grade Afterschool is run out of the Maria L. Baldwin School with access to the Sacramento Field and Alden Park. The majority of parking is available to residents of the city; use of public transportation is encouraged.

**Applicants should:**
- Have 2 years of afterschool teaching experience
- Demonstrate excellence in navigating social-emotional and behavioral challenges with youth in an Out-of-School-Time setting
- Be vaccinated against COVID-19 or willing to undergo weekly testing
- Preferred:
  - Experience in Nurtured Heart Approach (or willingness to be trained)
  - First Aid/CPR Certification (ABC provides opportunity)

**Commitments:**
- Teamwork: problem-solve with team to support positive impact on youth and their families, demonstrate flexibility (ex.) openness to teaching all types of activities depending on program needs
- Communication and Understanding: share and receive different perspectives to understand diverse needs of staff, youth, and their families
- Inclusion: ongoing personal reflection around biases including but not limited to racial and gender equity

**Schedule:** 25 hrs/week from 1-6pm Monday-Friday with additional hours for meetings, events, school vacations weeks, and Outback Summer Program

**Pay:** $22/hr

*Agassiz Baldwin Community is a place that nurtures individual growth and creativity, builds connections, and serves as a forum for community advocacy. We believe in: welcoming and including everyone; lifelong learning; and fostering a culture of creativity and cooperation. Learn more at agassiz.org.*
Benefits (after 90 days): vision and dental insurance, retirement plan, paid sick time, continued education opportunities, reduced tuition for children’s programming

How to Apply: Interested candidates should email resumes@agassiz.org. Applicants may provide a cover letter, résumé, and/or other supporting materials reflective of their strengths for our consideration. Applicants selected to move forward in the interview process will be contacted by a member of the hiring team. No phone calls, please.

Our staff join us from all walks of life yet have a common interest in work that is professional, child-focused, consistent, and part-time. We are an inclusive community and artists, musicians, coaches, semi-retired individuals, caregivers, college and graduate students, etc. are all encouraged to apply. We strongly believe in the value of diversity and aim to build a team that represents people of many races, ethnicities, gender identities, sexual orientations, ages, and those who do not speak English as their first language. Employment is dependent on completing a background and fingerprint check. Agassiz Baldwin Community is an affirmative action/Equal Opportunity Employer (EOE).

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