EMPLOYMENT OPPORTUNITY

POSITION: Cape Care Assistant
SALARY: $13.00 - $16.00/hour
OPENING DATE: January 21, 2021
CLOSING DATE: Until position filled
JOB TYPE: Part-Time School Year
DEPARTMENT: Community Services/Cape Care

Position Overview

The assistant’s responsibilities include assisting and implementing the Cape Care Coordinator’s responsibilities.

As a Cape Care/Hybrid Learning Care Assistant, a candidate would be responsible for the following:

● Overseeing online learning during Hybrid Learning Care.
● Individual instruction to students with questions.
● Navigating Google classroom, Zoom and other online learning platforms.
● Engaging children before and after school with supplemental curriculum and activities.
● Organizing indoor and outdoor activities and games.
● Be a good role model.

Position Requirements

● 18 years of age or older
● High school diploma or equivalent
● State of Maine Criminal History Record Check Approval
● The ability to work and communicate effectively in a team environment

Application Process

Interested applicants should submit a cover letter and completed application to Kelly Phinney.

Cape Elizabeth Community Services
343 Ocean House Road
Cape Elizabeth, ME 04107
207-799-2868