

**Notice of Position Opening  
Cerro Gordo Elementary School**

**School Name:** Cerro Gordo CUSD 100

**Building Name:** Cerro Gordo Elementary School

**Job Title:** Broncos After School (BAS) Director

**Job Description:** Cerro Gordo Elementary School is looking for a PK-6 grade after school director for the 2021-2022 school year. Duties would include: supervising students after school, organizing activities for students in PK-6 grade, planning, purchasing, and preparing snacks, maintaining a budget for snacks and supplies, and billing on a weekly basis. The hours of the position are: Monday-Friday 3:00-6:00 PM, 2:00-6:00 on early dismissal days, and 12:00-6:00 on school improvement days.

**Qualifications:** Must be patient in assisting students in conflict resolution and be able to respond to various situations quickly as they arise. Must have leadership skills in organizing indoor/outdoor games and activities with the students. Must have basic financial skills and understanding when billing and maintaining a budget. College hours with early childhood hours preferred, but not required.

**Job Posted:** 08/23/2021

**Starting Date:** ASAP

**To Apply:**     Contact:  
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