



After School Program Assistant

Job Title: After School Program Assistant **Location:** Knox Presbyterian Church (Naperville, IL)

Schedule: Part-Time | 2:00 PM – 6:00 PM (School-year schedule following District 203). Shifts available 1-5 days a week Monday through Friday

Position Summary: The After School Program (ASP) at Knox Presbyterian Church is looking for compassionate ASP assistants to join our team! In this role, you'll help create a safe, fun, and faith-infused environment for elementary students (Grades K–5). Working together with our ASP Director and volunteers, you'll lead fun enrichment activities, engage in play, encourage reading, and assist with daily room setup and cleanup. If you love building positive relationships with youth, we'd love to connect!

Why You'll Thrive at Knox:

- **Lead with Purpose:** Be a positive, faith-filled role model who helps elementary students flourish after school.
- **Thrive in Community:** Work in a supportive, collaborative environment where your creativity and heart for ministry are valued.
- **Consistent Schedule:** Enjoy predictable weekday afternoon hours with weekends and school holidays off.

Perks & Benefits:

- **Competitive Pay:** \$18 an hour
- **Paid Time Off:** Eligible for PTO following the 90-day introductory period (per IL Paid Leave for All Workers Act).
- **Professional Growth:** Gain hands-on leadership, curriculum planning, and youth engagement experience.

Qualifications:

- **Age & Experience:** 17+ years old with some experience working with children (e.g., childcare, Sunday School, day camps, or tutoring).
- **Faith & Heart for Service:** Strong commitment to Christian values and a passion for helping children thrive.
- **Skills:** Energetic, reliable, and strong communicator across digital platforms and in person.
- **Education:** High school diploma (or high school senior status for applicants 17+); coursework or a degree in Education, Christian Education, or related fields is a plus!

Child Safety & Background Checks: Knox is committed to providing a safe, secure environment for all children. Employment is contingent upon the successful completion of a comprehensive background screening process and adherence to our child protection guidelines.