



Fremont Public Schools **Administration**

450 E. Pine Street
Fremont, MI 49412
Phone: (231) 924-2350
Fax: (231) 924-5264

After School Program Assistants For 2024-2025 School Year

Date: June 3, 2024

Position: After School Program Assistants (2:45 p.m. to 6:00 p.m.) and Substitute ASP Assistants (Pathfinder, Daisy Brook, Middle School) For 2024-2025 School Year

Qualifications:

- Must be 16 years old
- Be of responsible character and suitable to meet the needs of children
- Experience working with children
- High School Diploma or currently enrolled in school

Responsibilities:

- Assist program director in providing supervision and academic assistance to students
- Responsible for a group of 10-20 students
- Demonstrate the ability to set and maintain limits for students using after school program discipline policy
- Work directly with the program director in implementation of the program and its policies
- Positively interact with parents, students, and staff
- Assist in maintaining licensing requirements

Terms of Employment:

- \$12/hour
- 15-20 hours per week
- School year position

Reports to: Tracy Sanchez, Director of Quest Educational Programs

Applications: Submit written letter of application and resume to:
Tracy Sanchez, Director of Quest Educational Programs
350 W Cedar
Fremont, MI 49412
OR Email: tsanchez@fremont.net

Deadline: Until Filled

Approved by: Brad Reyburn, Superintendent

Date: June 3, 2024

Fremont Public Schools does not discriminate on the basis of race, color, national origin, sex, age or disability.