



ARCHDIOCESE
OF PORTLAND IN
OREGON

Date: 8/8/2019

Department of Catholic Schools Job Posting
St. Ignatius, Portland

Position title: **After-School Enrichment Staff**

Position Start Date: **8/26/2019**

Application closing date: **Open Until Filled**

Grade(s): **Extended Care/After Care**

Subjects: **Other**

Full or Part-time: **Part-time**

Catholic required/preferred: **Catholic preferred**

Does this position require a teaching license? **No**

Job Description After School Enrichment Staff St. Ignatius School is seeking a team member for our redesigned after-school enrichment program. A strong candidate will be a creative, collaborative professional for this unique PK-8 Catholic School. This position will work closely with the coordinator and community partners to offer dynamic after school programming. The right candidate will be skilled, loving and confident in their practice. Contribute to a joyful, collaborative team; focus on development of the whole child; be flexible and patient. Sense of humor will be appreciated. We seek someone who will relish the opportunity to grow professionally while helping create the ideal enrichment program to engage children in exploring and discovering their passions. St. Ignatius School is a Catholic school in the only Jesuit parish in Oregon. We are strongly committed to Catholic identity, social justice and care for our common home. **REQUIRED CANDIDATE QUALIFICATIONS:** * Meets Oregon Department of Education Early Learning Division requirements * One year training/experience in a licensed program * Progressing in the Oregon Registry * Practicing Catholic preferred. * Other requirements as designated by the Archdiocese of Portland. **OTHER NOTES** * The approximate start date is August 26 of 2019 and is negotiable. * This is a part time position, approximately 16 hours each week, 3-6 p.m.; 2-6 on Weds. * Salary is based upon experience and education level. * Full details regarding work hours, and salary will be addressed during the interview process and upon offer of employment. For application forms and directions, please submit a cover letter and resume to Principal Kelli Clark.

Principal or Contact Person: **Kelli Clark**

School Name: **St. Ignatius**

Address: **3330 SE 43rd**

City, State, Zip: **Portland, OR 97206**

Contact email: **kclark@sipdx.org**

Contact Phone: **971-506-4171**