

Live the Victory, Inc.
415 Mason Ct. #1
Fort Collins, CO 80524
Federal ID# 20-2894339

EQUAL OPPORTUNITY EMPLOYMENT & AFFIRMATIVE ACTION

The Matthews House is dedicated to the principles of equal employment opportunity in any term, condition, or privilege of employment. We do not discriminate against applicants or employees on the basis of age, race, sex, color, religion, national origin, disability or any other status protected by state or local law.

The Matthews House Community Life Centers

Position: Children's Activities Support

Salary: \$16.00/hour

Status: Part-time, hourly.

Hours are assigned but are subject to cancellation or change based on the number of children attending activities.

Job Description: Children Activities Support provides supervision and activities for children while parents attend courses offered at various locations within our community, including The Matthews House Community Life Centers (CLCs).

SUPERVISED BY: Children Activities Coordinator

QUALIFICATIONS:

- Individuals with excellent interpersonal skills who enjoy talking with people in a non-threatening environment are the best candidates for this position
- Experience with early childhood development
- Be independent and able to work without supervision
- Have transportation
- Be open and flexible with reasonable expectations about schedule changes

- Possess an openness to work with people from all walks of life and many cultures
- Excellent verbal communication skills
- Possess the ability to listen and quickly assess urgency for someone who might be in a crisis
- Ability to problem-solve and maintain cooperative relationships with staff, volunteers, and participants
- First Aid and/or CPR certification is helpful
- Must be capable of lifting and holding children from infant to toddler age (weight varies depending upon age of child)

DUTIES AND RESPONSIBILITIES:

- Provide supervision and activities for children ages 0-12 while their parents are participating in classes at the CLC.
- Build relationships with children ages 0-12.
- Communicate with parents and caregivers about progress or needs.
- Be willing to fill in for open sub shifts as available.

SPECIAL REQUIREMENTS

Candidate must possess the leadership qualities and personal characteristics necessary for working with youth and families coming from generational poverty. Must be able to provide own transportation to agency-related functions throughout Larimer County. Candidate must possess good moral character. Employment is contingent upon passing background checks.