



After School Program Coordinator

We currently seek an After School Coordinator to support the Progressions band program at our school sites in the Franklin-McKinley School District. Our mission? To keep participants in school, out of gangs, and to empower families and communities through music education and performance.

Roles and Responsibilities

- Coordinate administrative and logistic functions of delivering a high-quality music education program
- Execute daily snack program
- Provide homework support to students
- Ensure the smooth flow of daily programming
- Act as role model and advisor to students
- Maintain a positive classroom culture

Qualifications

- Strong knowledge of child development and trauma-informed care
- Interested in learning how music education and youth development intersect
- Punctual, self-starter, and flexible.
- Strong organizational skills and a patient demeanor
- CPR and First-Aid certification (optional)

Work Hours

- 6 -12 hours per week during the school year (2-4 days per week, after school Mon/Wed or Tues/Thurs)
- Some Saturday mornings, weekends and evenings

Pay

- \$15 per hour

Start Date: September, 2018

To Apply: Submit a cover letter and a resume to hugog@sanjosejazz.org.