



Lake Highland Preparatory School Position Announcement

Aftercare Supervisor (Part-Time)

About Lake Highland Preparatory School

Lake Highland Preparatory School is Central Florida's premier, private, college preparatory school for Pre-K through 12th grade. When students enter our classrooms, they meet energetic educators who are passionate about what they teach and who focus on developing the greatest potential of each student. Our classes are small, providing the optimal setting for students to be encouraged and inspired.

At Lake Highland Preparatory School, students learn to question, create, challenge, analyze, and speak and write critically. They love learning, and each day we watch them reach for excellence, seek new discoveries, shine on the stage, and thrive in athletics. We not only prepare our students for success in college and beyond, but we also teach them to be compassionate leaders who make ethical decisions.

Mission

Within an atmosphere of love, concern, and mutual respect, Lake Highland Preparatory School is committed to instilling Christian values, inspiring patriotism, developing leaders, and preparing students for college and lifelong learning through academically challenging programs and affirming competitive experiences.

Vision

Lake Highland Preparatory School develops and empowers students with noble character, keen intellect, and an enduring love of learning to thrive in a highly competitive, widely collaborative and ever-changing world. The school's "whole child" approach fosters confident, competent, and functional citizens who are intellectually, physically, emotionally, and spiritually prepared to pursue their dreams, achieve their full potential, and successfully cope with life challenges.

Summary

Lake Highland's Aftercare program is designed to provide students meaningful opportunities to engage socially with friends and peers, play creatively, explore new interests, and simply relax and unwind from the school day. Within an atmosphere of love, concern, and mutual respect, the Aftercare Supervisor, in coordination with the Director of Auxiliary Programs, will develop and administer a comprehensive activity program providing a fun, safe environment for approximately 75-100, Pk-8th grade students daily after the scheduled school day and during the summer months. Responsibilities may include use of CampBrain; consistent and effective communication and coordination with parents, faculty, and staff; and supervision and scheduling of Aftercare staff to name a few.

This is a part-time, non-benefitted, 12-month position.

Applicants from underrepresented groups are encouraged to apply.



Education/Experience

- Must be a minimum of 18 years of age;
- Previous work experience with children, preferably in a camp setting or school environment;
- Previous supervisory experience preferred;
- Medical background (first aid, CPR, AED, EMT, nursing, etc.) preferred.

How to Apply

Please submit a cover letter indicating how you would succeed in this position, a current resume, and three professional references with at least one immediate supervisor (preferably current). All materials should be submitted electronically as PDFs and emailed to HR@lhps.org specifying "**Aftercare Supervisor**" in the subject line.

This position announcement is intended to describe the general nature and level of work being performed by employees assigned to this job title and the education and skills required. This is not intended to be a complete list of all responsibilities, duties, and skills that are required or may be required in the future.

Background Screening: LHPS conducts background checks, including fingerprinting, and drug testing and may use a third-party administrator. Background checks will be performed in compliance with the Fair Credit Reporting Act.

Lake Highland Preparatory School is an Equal Opportunity Employer.

