



## **Part-time LCM Summer Word Play Program Assistants**

### **Position Summary**

The Summer Word Play Program Assistant will work with New Orleans Recreation District Commission (NORDC) summer camp youth (ages 4-7) to develop language and literacy skills that are typically lost each summer. Through developmentally appropriate, fun and interactive experiences – such as dramatic play, puppetry, daily journaling and word play – each student will be able to strengthen their language skills that are typically lost over the summer time period.

LCM Summer Word Play staff will travel to six (6) different NORD camp sites, twice a week to deliver a 90 minute program under the leadership and guidance of lead teacher Gertrude Ivory, LCM Literacy Specialist and Word Play Lead Instructor.

### **Minimum Qualifications**

- Availability on Monday, Wednesdays, and Thursdays.
- Significant experience working with young children ages 4-7 years old.
- Proficiency in early childhood education concepts.
- Some experience with teaching early literacy to children ages 4-7 years old.
- Understanding and experience in using play to enhance learning.
- A high level of energy and enthusiasm.
- Excellent listening skills.
- Ability to take direction.
- Demonstrated ability to produce quality work in a team environment.
- Able to drive or access to public transportation to various NORD Camp sites throughout the Greater New Orleans area.

### **Essential Characteristics**

- Sincere and proven enthusiasm for working and interacting with young children.
- Ability to communicate with peers as well as children and adult leaders.
- Reliability.
- Flexibility.
- Ability to adjust to changing environments with a wide variety of students.
- A strong sense of responsibility for the caretaking of young children.

### **Responsibilities and Duties**

- Assist in facilitating early literacy projects, games, and activities for 90 minutes per session to children ages 4-7 at different NORD camp sites.
- Assistance with camp supply preparation.



- Literacy, Word Play curriculum, early childhood education, and play-based learning trainings.
- Other duties as assigned related to preparing activities for children at NORD camps.

**Hours:** About 12 to 15 hours a week for about 10 weeks between May 20 and July 26. This includes trainings held at Louisiana Children's Museum before summer camps begin June 3<sup>rd</sup>. We will not have the final schedule until May 6, 2019.

**Timeframe:** Weekdays only between 10 a.m. and 3 p.m. Monday, Wednesday, and Thursdays between June 3-July 26<sup>th</sup>. Applicants must be available for all three days and all six sites.

**Application Procedure:** To apply, send your application by April 26 to Amy Kirk at [akirk@lcm.org](mailto:akirk@lcm.org). We will have the site locations and schedule by the time interviews occur.