



Hiring for 22-23 School Year

Position: After-School Program Leader

Term: February 1st-June 2nd, 2023

Are you interested in gaining professional experience in the classroom? Do you crave a diverse learning environment in the city core, made up of a crew that believes in deeper learning, provides coaching and professional development, and takes the learning out of the classroom and into the city and mountains?

The [Downtown Denver Expeditionary School](#) (DDES) is a K-5 public charter school in the portfolio of Denver Public Schools. DDES was founded by a group of parents, community members, and business leaders seeking a high-performing [EL Education](#) (formerly Expeditionary Learning) school to serve a diverse range of families who live, work, or learn in downtown Denver. DDES is one of 33 credentialed schools in a national network of more than 150 schools that work together with EL Education to challenge students to think critically and take active roles in their classrooms and communities, resulting in higher achievement and greater engagement in school.

Our Approach

The city is our campus

- Students interact with their community through [fieldwork and service-learning](#)
- Students are able to connect their learning to real-world issues and needs
- We invite experts from our surrounding community to deepen our instruction

Students are leaders of their own learning:

- Students grapple with real-world problems through [multi-subject learning expeditions](#)
- Students produce high-quality work and present their work to authentic audiences
- Students regularly engage in cycles of reflection culminating in Student-Led conferences

We educate the Whole Child

- [Social-emotional learning](#) and character development are core components of our curriculum
- Daily Crew block and closing circle promote meaningful relationships with peers and teachers
- Adventure trips for all grade levels (2-3/year)
- Robust Movement and Art programs
- In-house after-school program with no enrollment caps & financial assistance

We provide the support students need:

- Focus on small classes with additional adult support
- Impactful intervention and special education teams
- Two full-time mental health professionals (psychologist and social worker)
- Auggie the therapy dog onsite each week

Diverse by Design & Anti-Racist practices

- Enrollment priorities are focused on DDES becoming a fully integrated K-5 public school, both racially and socio-economically
- Culturally responsive curriculum which intentionally includes traditionally marginalized perspectives
- Long-term partnerships with BIPOC professionals to provide expertise within Learning Expedition Units of Study
- Recruitment strategies aimed at diversifying educators to reflect our student population

- “Grow your own” teacher-assistant to teacher pipeline program which aims to train, develop and promote BIPOC educators from within DDES.

Our Culture

Compensation & Benefits

*Please note that some benefits are for employees who work 30+ hours/week and may not apply to the Program Leader position.

- Step and lane system that rewards dedication, commitment, and mastery of knowledge/skills
- Stipended school leadership opportunities (instructional, operational, and community-based).
- Comprehensive medical and dental plan, 100% paid by DDES
- PERA retirement plan with employer contributions.
- Short Term Disability, 100% paid for by DDES (long-term optional)
- Paid parking and/or commuter cost 100% paid for by DDES
- 5 days paid time off; holidays off with Spring, Summer, Fall & Winter break
- Flexible Savings Account option for medical and childcare coverage
- Vision care & PERA 401k option, PERA life option
- Free on-site aftercare if your child attends DDES.

Professional Growth & Development

- Two-week PD summer institute
- Weekly PD for Teaching Assistants and culture building
- TA to Teacher pipeline program with possible education tuition assistance
- Paid lead teacher opportunities
- Restorative practices training and modeling
- Neurosequential Model in Education training
- Culturally Responsive Classroom training

Other perks

- Staff celebrations (paid for by DDES) & accolades
- Lounge stocked with snacks, coffee & treats year-round
- Appreciation breakfasts, lunches & dinners
- Regular staff outings and self-care initiatives
- High-quality staff swag

Ready to join our Crew?

Here at DDES, we don't just accept differences — we celebrate them, we support them, and we thrive on them for the benefit of our employees, our students, and our community. DDES seeks to recruit persons of diverse backgrounds and support the retention and advancement of black, Indigenous, and people of color (BIPOC) within the organization. DDES is inclusive of people regardless of their race, ethnicity, national origin, gender, sexual orientation, socio-economic status, marital status, age, physical abilities, political affiliation, religious beliefs, or any other non-merit fact so that all employees feel included, equally valued, and supported.

Position Overview

DDES is seeking an individual to support the children in our in-house after-school program, **Crew Club**. The Program Leader will execute daily program activities (such as enrichments, free play, etc.) and is responsible for assisting with supervision, guidance, and caring for children (aged 5-12) enrolled in Crew Club under the direction of the Crew Club Program Manager and the Program Director (PD).

Reporting hours: 15-20 hours/week. Work hours will vary depending on individual schedules. Typical working hours will be from 2:45 pm- 5:45 pm Monday-Thursday and 12:45 pm- 5:45 on Fridays.

Responsibilities:

- Ensure student safety at all times.
- Implement lesson plans, and run day-to-day curriculum with students.
- Teach a combination of program activities to provide academic tutoring and support, skill-driven sports, fitness & wellness activities, and visual and performing arts instruction.
- Resolve all student-related issues as they arise; communicate and problem-solve with families and communicate all issues to the Program Manager and Program Director.
- Assist in full-day enrichment activities on non-school days.
- Promote DDES's character development for all students, i.e., "The Way of the Blue Bear"
- Exhibit excellent communication with parents, students, school staff, and coworkers
- Ensure that state ratios are adhered to and are based on student attendance
- Follow appropriate tracking of students, being able to know where each student is at all times
- Participate in school-wide professional development as well as continuing education
- Will attend all scheduled staff meetings, training, and any other meetings deemed necessary.
- Assist with program set-up and cleanup
- Assist with drills to practice site evacuation and emergency procedures.

Position Requirements

- Must be available from 2:00 pm to 6:00 pm at least 3 afternoons a week.
- Hours will be anywhere from 20 hours week-10 hours per week, flexibility is a plus.
- Applicant must be 18 years or older and hold a High School Diploma or Equivalent.
- Have at least three months of full-time, or equivalent part-time, satisfactory, and verifiable work experience with school-age children.
- Must maintain First Aid, CPR, and 20 hours of professional development offered through DDES.
- Must pass a Colorado Bureau of Investigation background check.
- Must show respect for other employees, students, and families.
- Must complete of an 8-hour pre-service orientation in components outlined by The Department of Family and Protective Services or have 6 months of previous experience in a licensed child care center.

Desired Experience & Skills:

- Applicant should have a desire and the ability to work with school-aged children and peers.
- Have at least three months of full-time, or equivalent part-time, satisfactory and verifiable work experience with school-age children.
- Experience teaching youth utilizing positive encouragement and tailoring activities to meet needs of special needs children.
- Possess the ability to lead participants during group activities, especially leading enrichment and recreational activities.
- Basic appreciation, understanding, and experience in group management and child development.
- Possess imagination, a sense of humor, patience, conviction, sincerity, enthusiasm, initiative, self-control, adaptability, willingness to learn, integrity, and ingenuity
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Compensation:

- \$19.00/hr. starting
- Review Compensation & Benefits above

Does it sound like a fit?

DDES engages in a recruiting process that involves initial phone interviews, in-person interviews, and background and reference checks.

To initiate the process, please submit a [DDES General Application](#), and we will be in touch soon.

You will need the following in order to complete the application:

- Updated resume
- 20 minutes to answer long-form questions