

Afterschool Inclusion Specialist/Aide (Oakland and Berkeley)

ABOUT THE JCC EAST BAY

The JCC East Bay is a welcoming home for people of all ages and life stages. Inspired by Jewish values, culture, and tradition, we build interpersonal relationships, foster learning and curiosity, and offer accessible pathways to Jewish life. The JCC's core programs include early childhood education and preschool; camp and afterschool programs; teen engagement; older adult activities; intergenerational Jewish holiday celebrations; and ongoing opportunities to connect with Jewish life and our richly diverse community. The JCC East Bay operates from five locations: our full-service building in Berkeley, afterschool programs at Joaquin Miller Elementary, Thornhill Elementary, and Hintil Kuu Ca Elementary in Oakland, and administrative offices on our soon to be flagship campus in Oakland.

POSITION SUMMARY

The Inclusion Specialist/Aide reports to the leadership team of their school site. The Inclusion Specialist/Aide plays a vital role for students who need additional support in the afterschool programs. The Inclusion Specialist/Aide demonstrates leadership abilities and maintains a positive and inclusive environment for students who need extra support as well as for their families.

We are looking for Inclusion Specialists and Aides for our Thornhill Oakland Kids' Club program, Joaquin Miller Oakland Kids' Club program, and our Berkeley Afterschool program.

Administrative

- Help create toolboxes, alongside the site leadership, for students who need extra support in behavioral and emotional management.
- With leadership and members of the inclusion team, create behavior plans for necessary students, which includes any goals that the student should strive to achieve each day; partner with parents on rewards systems to ensure standardized systems for consistency at home, school, and afterschool.
- General upkeep of sensory room environment.
- Provide 1-2 trainings for staff throughout the school year.

Student Support

- Provide emotional regulation and behavioral support to students with additional support needs, including students on the Autism Spectrum, with ADHD, developmental disabilities, trauma, etc.
- Assist teachers with conflict management between students.
- Assist in creating and implementing behavior plans alongside leadership, members of the inclusion team, and teachers.
- Model strategies for teachers to include and engage all students who need extra support.
- Support students in a sensory room environment.

General

- Act as a positive and appropriate role model for children and fellow staff.
- Foster an inclusive environment for all students and staff.
- Ability to perform at a high level in a fast-paced team environment.
- Ability to manage multiple projects to meet deadlines.
- Proactive behaviors with leadership and consensus building skills.
- Goal-oriented and close attention to detail.
- Participate in weekly staff meetings.
- Commitment to the mission of the JCC East Bay and knowledge of or commitment to learning about the Jewish community, values, and traditions.
- Consistent attendance as the Inclusion Aide is required as this role is a critical component of the success of the afterschool program.

REQUIRED MINIMUM QUALIFICATIONS

- At least 1-2 years of experience working with children with behavioral needs.
- At least 1-2 years of experience working with children grades K-5.
- ABA Training or other Special Education training, preferred.
- Excellent communication and organizational skills.
- Ability to organize tasks, and develop and implement plans to efficiently meet organizational goals.
- Ability to work in a team.
- Ability to push/pull and lift/carry objects weighing 50 pounds.
- Ability to walk and stand for extended periods of time.
- Ability to sit on floors and chairs, and to get up and down quickly.
- Ability to bend from knees and waist to help a child.
- Ability to maneuver in confined lavatories to aid children with toilet needs.
- Ability to respond without delay to the needs of young children.
- Regular and consistent attendance and ability to work a full shift; must be available Monday through Friday from 1pm to 6pm.

The wage range for this position is \$24-\$27/hour. This position is 25.5 hours/week, 1pm - 6pm Monday through Friday. Excellent benefits including medical, dental, vision, vacation, sick pay, and holidays. This position is not represented by the union.

The JCC East Bay is an Equal Opportunity Employer and makes employment decisions on the basis of merit. JCC East Bay policy prohibits unlawful discrimination in accordance with federal, state, and local laws. The JCC East Bay complies with the Americans with Disabilities Act and is committed to providing reasonable accommodations for people with disabilities. If you require particular accommodations during the application and interview process, please inform us of your needs so that we can provide accordingly.

Systemic inequities in hiring have caused women, people of color, LGBTQ+ folks, and others to apply to jobs only if they meet all of the qualifications. The JCC East Bay encourages you to apply anyway, as no one ever meets 100% of the qualifications. We look forward to your application.