



Keen Minds. Compassionate Hearts. Global Action.

Mackintosh Academy Littleton, an International Baccalaureate World School for gifted and creative students, has an opening for an After Care Enrichment (ACE) Director. Please learn more about our unique school at [our website](#) to see if Mackintosh's environment may be a place for you to grow in your professional journey and be a contributing member of our educational family.

Our After Care Enrichment (ACE) Director is a part time, non-exempt position (.5 FTE) from 2 pm to 6 pm on school days. During conference days, additional hours may be necessary. The ACE Director will create and maintain a safe learning environment for children in After Care (3:00 pm - 5:45 pm). The ACE Director will be responsible for child supervision and managing daily operations in After Care, including recording attendance, ensuring safety and adhering to all state child care standards. Additionally, the ACE Director will recruit, market, and manage After Care Enrichment (ACE) programs from internal and external sources to support elementary and middle school students. The ACE Director will work with the school's bookkeeper to manage invoicing and payment of ACE Program providers.

Requested Qualifications:

- Some college, Bachelor's Degree preferred
- At least three years of verifiable experience in a child care setting
- CPR and First Aid certification
- Meet all ECE requirements for Colorado Child Care regulations
- Submit and pass Colorado background check and TRAILS/Central Registry criminal record review

The ability to:

- Support our educational philosophy (see website for information)
- Adjust classroom management and instruction based on classroom or individual student needs
- Understand gifted development, including twice-exceptional students
- Recognize and enjoy the unique talents of children
- Write and speak effectively
- Fun-loving spirit and sense of humor are a bonus

Pay Range: \$24 - \$27 per hour

To apply, please send an email with your resume and a cover letter that addresses your qualifications and reasons for wanting to work at Mackintosh Academy Littleton to:

Tari St.Marie, Director of Operations: jobs@mackintoshacademy.com

Mackintosh Academy Littleton is an Equal Opportunity Employer. Mackintosh does not discriminate on the basis of race, religion, color, sex, gender identity, sexual orientation, age, non-disqualifying physical or mental disability, national origin, veteran status or any other basis covered by appropriate law.