

Job Posting for After School Director

Mary Carrico is seeking applicants for the position of Extended Care Program Director for the 2026-2027 School Year.

Hours are Monday through Friday 11:30 AM to 5:30 PM -160 school days a year, with 5 additional days outside of school days for training, paperwork, and organization of materials.

Applicant skills should include:

- Basic computer proficiency
- Ability to upkeep required documentation for licensing
- Oversee records of employees and their training
- Oversee records of student folders along with the preschool teacher
- Supervise children
- Complete trainings to be director
- Follow procedures for extended care as outlined by Kentucky guidelines
- Create work schedule for after care workers

Interested applicants should send a resume to lcecil@marycarrico.org