



## **Fremont Public Schools**

### ***Administration***

450 E. Pine Street  
Fremont, MI 49412  
Phone: (231) 924-2350  
Fax: (231) 924-5264

### **After School Program Assistants For 2025-2026 School Year**

**Date:** September 5, 2025

**Position:** Substitute ASP Assistants for Pathfinder and Daisy Brook  
After school until 6:00 pm

**Qualifications:**

- Must be 16 years old
- Be of responsible character and suitable to meet the needs of children
- Experience working with children
- High School Diploma or currently enrolled in school

**Responsibilities:**

- Assist program director in providing supervision and academic assistance to students
- Responsible for a group of 10-20 students
- Demonstrate the ability to set and maintain limits for students using after school program discipline policy
- Work directly with the program director in implementation of the program and its policies
- Positively interact with parents, students, and staff
- Assist in maintaining licensing requirements

**Terms of Employment:**

- \$13.75/hour
- Hours per week will vary based on need for substitutes
- School year position

**Reports to:** Tracy Sanchez, Director of Quest Educational Programs

**Applications:** Submit written letter of application and resume to:  
Tracy Sanchez, Director of Quest Educational Programs  
350 W Cedar  
Fremont, MI 49412  
OR Email: [tsanchez@fremont.net](mailto:tsanchez@fremont.net)

**Deadline:** Until Filled

**Approved by:** Brad Reyburn, Superintendent

**Date:** September 5, 2025

Fremont Public Schools does not discriminate on the basis of race, color, national origin, sex, age or disability.