



Catholic Diocese of Evansville  
Catholic Schools Office  
4200 N. Kentucky Ave • P.O. Box 4169  
Evansville, Indiana 47724-0169  
Phone: (812) 424-5536 • Fax: (812) 424-0973  
Web Address: [www.evdio.org](http://www.evdio.org)

**School Name:** [Holy Rosary](#)

**Contact Name:** [Tracey Unfried](#)

**Contact Phone Number:** [812-471-7228](#)

**Contact Email:** [tunfried@evdio.org](mailto:tunfried@evdio.org)

**Date Posted:** [4/16/2025](#)

**Date Closed:** [10/1/2025](#)

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**Job Type:** [Non-Certified](#)

**Employment Type:** [Part Time](#)

**Title/Position:** [Childcare/Afterschool Employee](#)

**Grade Level/Subject Area:**

**Start Date:** [4/16/2025](#)

**Job Description/Responsibilities:**

[We are seeking a caring, energetic, and responsible individual to join our After-School Program, providing care for children in Preschool through 8th Grade. This role plays a vital part in supporting families by ensuring a safe, fun, and structured environment after the school day ends.](#)

**Responsibilities:**

- [- Supervise and engage children in age-appropriate activities](#)
- [- Maintain a safe and positive environment at all times](#)
- [- Organize games, crafts, and enrichment opportunities](#)
- [- Support students with homework when needed](#)
- [- Communicate effectively with parents and guardians regarding their child's participation and behavior](#)
- [- Collaborate with fellow staff members to ensure smooth operation of the program](#)

**Qualifications:**

- [- Experience working with children is preferred](#)
- [- Communication and organizational skills](#)
- [- Ability to manage groups of children with patience and enthusiasm](#)

[If you love working with children and want to make a meaningful impact in their after-school experience, we'd love to hear from you!](#)

**Additional Instructions:**

[Contact Joan Fredrich at \[jfredrich@evdio.org\]\(mailto:jfredrich@evdio.org\) or 812-477-2271.](#)

**Application Instructions:**

Thank you for your interest in working for the Catholic Schools of the Diocese of Evansville. Please email a letter of interest and completed application packet to the Catholic Schools Office at [csso@evdio.org](mailto:csso@evdio.org).

**Application Packets** can be downloaded from the Diocese of Evansville website.

Certified Teacher Application <http://www.evdio.org/certified-employee-application-instructions.html>

Non Certified Application <http://www.evdio.org/non-certified-employee-application-instructions.html>

Bus Driver Application <http://www.evdio.org/bus-driver-employee-application-instructions.html>