

Job Description

Responsibilities:

The Aide is to assist the teachers and director with care of children and facilities.

Examples of Duties:

- Supervise and ensure the safety and well-being of the children at all times.
- Be alert for the needs and/or problems of the children as individuals and as a group.
- Consider each child in relationship to his/her cultural and socioeconomic background.
- Handle discipline promptly and in accordance with stated policy.
- Maintain an active communication between parents and school.
- Give break and lunches.
- Prepare snacks.

Qualifications:

- The person selected for this position must be a practicing Christian and actively attend their church, and must be able to meet the requirements of the licensing agency (including TB test, immunizations and physical.) This person must be able to relate well to both children and adults. Must be willing to work cooperatively with other staff members and treat each child with dignity and respect.
- Must have completed with passing grades a minimum of 12 ECE units including Child Development and Family, Home and Community.

Service:

- Normal service will be 12 months; up to 40 hours a week.
- 9:30 AM-6:00 PM

Physical Requirements:

Must be capable of lifting loads of up to 40 pounds and have the ability to be on one's feet for extended periods of time.

Pay/Benefits:

- \$15/hour
- Health benefits
- Paid vacation and holidays