

RED BLUFF JOINT UNION HIGH SCHOOL DISTRICT

JOB DESCRIPTION

JOB TITLE: CHILD CARE ASSISTANT

DEPARTMENT: STUDENT SERVICES

REPORTS TO: PRINCIPAL

DEFINITION:

Under supervision, cares for and supervises infants and children in District Programs; plans and conducts educational programs for infants/preschool children; may direct the work of assigned child care aide; performs other related work as required.

EXAMPLES OF DUTIES:

- Observes, cares for and supervises children during play, rest, meals and other activities.
- Conducts instructional activities for preschool children.
- Prepares and serves food during meal and snack time.
- May direct the work of assigned child care aide.
- Maintains facilities and equipment in a clean, orderly and sanitary condition.
- May transport children and students in a passenger vehicle.
- May assist in providing social/emotional and behavioral outreach information to students and refer to the counselors as needed.

QUALIFICATIONS

To perform this job successfully, an individual must be able to perform the essential duties satisfactorily. The requirements listed below are representative of the knowledge, skill, and ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.

ABILITY TO:

- Follow oral and written instructions.
- Assist in preschool instructional activities.
- Supervise children during a wide variety of activities to ensure their safety and to carry out the purposes of the scheduled activities.
- To develop and maintain effective working relationships with other employees and parents.
- Lead the work of assigned aides; knowledge of accepted child care practices.

PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions.

- Requires the mobility to stand, stoop, reach and bend
- Perform lifting, pushing and/or pulling of objects which does not exceed 50 pounds.

EXPERIENCE AND EDUCATION:

Any combination equivalent to training and experience that could likely provide the required knowledge, skills and abilities would be qualifying. A typical way to obtain the knowledge, skills and abilities would be:

EXPERIENCE:

Minimum of three years paid experience in a preschool child care facility.

EDUCATION:

Equivalent to graduation from high school.

A minimum of 12 units of Early Childhood Education including - 3 units of Family/Community, 3 units of Human Development, 3 units of Curriculum and 3 units of Infant/Toddler

LICENSE REQUIREMENT:

- Possession of a valid California driver's license; including Class B.