



El Sol Childcare Assistant

This is an FLSA Classified Non-Exempt Position.

We seek a talented Childcare Assistant with a heart for making a positive impact on the lives of children. Hours are based on need. This on call position is scheduled during two semesters a year; January to May and July to November.

- 1) The Childcare Assistants will be responsible for ensuring that activities in each session allow children to experience creative, imaginative, physical, social and cognitive play. (60%)
- 2) Assist in offering positive, fun, and educational activities for children such as art classes, workbook activities, Read-a-Recipe for Literacy. (20%).
- 3) Work with Childcare Volunteers and supervise any interaction between volunteers and children. (10%)
- 4) Report the hours worked and the number of children cared for on a weekly basis. (10%)
- 5) Other duties may be assigned by the Health Coordinator.

Qualifications and Skills

- Previous experience working with Children.
- Childcare training credentials – 40-hour DCF
- Must be able to multi-task.
- Able to lead children with enthusiasm and a positive, pleasant attitude
- Strong organizational skills and record-keeping
- Self-starter who can work independently
- Ability to follow directions

This position will report directly to the Health Coordinator and ESL Coordinator as a Supervisor during the evening classes on Monday, Tuesday, and Thursday.

Name

Date