



Child Care Aide

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JOB SUMMARY: Perform all childcare duties as assigned. Involves engaging with children, providing basic care, snacks, meals. Maintain safe, clean space at all times.

SUPERVISED BY: Daycare Director, or Program Director

STATUS: This position non-exempt, full or part time

Supervision Exercised: None

Essential Functions:

- Provide childcare for children at residential facility
- Assist in the daily activities
- Prepare snacks for children age ranges 1 yr. – 5 yrs.
- Understand the protocols and procedures
- Create and maintain a safe, welcoming and engaging space for children

JOB REQUIREMENTS

Experience and Skills Requirements:

- Experience or interest in early childhood development or education helpful
- Food handler’s license or ability to obtain
- CPR, Infant CPR certificate required, or must be obtained within 30 days of hire

Education/Licensure/Certification requirement:

- High school degree or equivalent
- Classroom, recreation or daycare experience helpful
- Proof of COVID required

Background: Clear background check, including clearance from Oregon Dept of Education, Central Background Registry.

Work environment: This job is primarily light work. Ability to interact with children on their level may require stooping, bending, sitting on floor; ability to lift children, place in cribs, highchairs or activity area. Location assignment may vary; must have reliable transportation for local travel between job sites

References: 3 professional references required to verify experience

Not Comprehensive List: *This is not intended to be a comprehensive list of all duties and responsibilities and is representative of the scope of the work. The duties and responsibilities listed in this job description may be subject to change at any time due to reasonable accommodation or other reasons.*

Upon receipt of this form, you are in agreement with all responsibilities listed above and acknowledge receipt of the job description and acknowledge that you can perform all the essential functions of the position, with or without reasonable accommodation.

Print name

Signature

Date