



Job Description:

Child Care Attendant

This is a part-time position responsible to monitor and supervise children checked into Kid's Korner by members and patrons of the facility. This position is responsible for the health and well-being of kids ages 6 months to 12 years old. This position is currently available for Tuesday and Thursday's and some Friday's from 9am-1pm. The person in this role will be under the direction of the Office/Recreation Services Manager.

Qualifications:

- Must be 18 years or older
- Must have or be willing to obtain basic CPR/AED/First Aid Certification
- Responsible and dependable
- Must show evidence of enthusiasm and friendliness
- Previous Child Care experience required

Responsibilities:

Responsible for general supervision of children ages 6 months to 12 years
Ensure that the needs of the children under your care are taken care of at all times
Monitor all equipment, toys, crafts etc. for safety and/or choking hazards
Courteously and consistently enforce rules and regulations of Kids Korner with children and parents
Keep Child Care room clean and organized
Assume the lead in responding to accidents, injuries, or other emergency needs for children under your care
Maintain a good working relationship with all staff and customers
Maintain a neat, well-groomed appearance
Report any incidents or injuries to management
Adhere to all staff policies
Other related duties as assigned by management