



FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

CHILD CARE TEACHER – TUSCARAWAS COUNTY YMCA

Job Title: **School Age Child Care Teacher**

Job Type: Part-time

FLSA Status: Non-exempt

Schedule: M-F 2:30 PM to 6:00 PM

Reports to: Child Care Director

Pay Range: \$8.70-\$9.70 per hr

Leadership Level: Leader

Revision Date: 07/29/2020

POSITION SUMMARY:

This position supports the work of the Y, a leading nonprofit, charitable organization committed to strengthening community through youth development, healthy living and social responsibility. The Child Care Teacher at the Tuscarawas County YMCA maintains a supportive, positive atmosphere that welcomes and respects all individuals, promotes the potential of all youth, and provides a quality experience to both youth and their families.

OUR CULTURE:

Our mission and core values are brought to life by our culture. In the Y, we strive to live our cause of strengthening communities with purpose and intentionality every day. **We are welcoming:** we are open to all. We are a place where you can belong and become. **We are genuine:** we value you and embrace your individuality. **We are hopeful:** we believe in you and your potential to become a catalyst in the world. **We are nurturing:** we support you in your journey to develop your full potential. **We are determined:** above all else, we are on a relentless quest to make our community stronger beginning with you.

ESSENTIAL FUNCTIONS:

1. Implements weekly lesson plans that fit the children's needs, interests and developmental levels in the classroom.
2. Works cooperatively with Lead Teacher, Site Administrator, other staff and partners.
3. Documents attendance, absenteeism, transitions, minor disciplines and incidents for each child in the classroom.
4. Is responsible for all aspects of the appearance and management of their classroom/designated program/outside areas. Maintains the quality of supplies, materials, and equipment in the room in a neat and orderly fashion.
5. Reports any broken or unsafe toys and properly disinfects toys and equipment on a regular basis in accordance with the state regulations.
6. Conducts the program in accordance with Ohio Department of Job and Family Services (ODJFS) guidelines.
7. Effectively communicates verbal and written reports to the parents, and conducts parent/teacher conferences in accordance with Center guidelines.
8. Possesses working knowledge of child abuse and neglect laws and follows proper reporting procedures.
9. Handles discipline promptly and in accordance with the stated discipline policy. Documents and reports to the supervisor any special needs or problems of an individual child, staff or parent.
10. Attends in-service training events as required by Ohio Department of Job and Family Services (ODJFS) regulations and Step Up to Quality (SUTQ) as required for continued professional development.



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11. Conducts all required screenings and assessments within required time frame.
12. Maintains appropriate records for Child and Adult Care Food Program (CACFP) program.
13. Maintains appropriate certifications and records and maintains own Ohio Professional Registry account on OCCRA website.
14. Attends designated trainings and staff meetings.
15. Performs other duties as assigned.

LEADERSHIP COMPETENCIES:

- Communication & Influence
- Developing Self & Others
- Program/Project Management

QUALIFICATIONS:

- Must be at least 18 years of age and possess high school diploma or GED. Associate's degree in Early Childhood Education from an accredited college or university preferred.
- Certification in CPR with AED, First Aid, Child Abuse, and Communicable Disease within 30 days of hire.
- Previous experience working with children in a developmental setting preferred.
- Ability to plan, organize and implement age-appropriate/developmentally appropriate program activities.
- Previous experience with diverse populations.
- Ability to develop positive, authentic relationships with people from different backgrounds.
- Commitment to inclusion and compliance with the Americans with Disabilities Act (ADA).

WORK ENVIRONMENT & 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 functions.

The employee is regularly required to sit, stand and walk for long periods of time, to talk and hear, to lift and/or move up to 50 pounds, to climb or balance, to stoop, kneel, crouch, or crawl, occasional bending, reaching or squatting. The incumbent is required to use hands to finger, handle, or feel objects, tools, or controls. Specific vision abilities required by this position include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus. Also required is frequent hearing and talking, in person and on the telephone. More than 90% of time is spent indoors. The noise level is normal to loud within an active YMCA program environment.

APPLICATIONS:

Applications accepted until August 28, 2020.

Apply in person at Tuscarawas County YMCA, 600 Monroe St., Dover, OH 44622 or send email to jade@tuscymca.org.