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## JOB DESCRIPTION

Job Title: **Child Watch Staff**

Reports to: Childcare Coordinator

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### POSITION SUMMARY:

The Child Watch Staff person is responsible for caring for and supervising youth ages 6 weeks to 6<sup>th</sup> Grade in a positive, structured atmosphere. Child Watch provides child care to parents and families using the YMCA.

### ESSENTIAL FUNCTIONS:

1. Supervise children engaging in games, crafts and gym time.
2. Must be comfortable caring for youth, including during diaper changes and snack time.
3. Ensure safe practices by participants at all times, including sign in and sign out procedures.
4. At all times, model, reinforce, and abide by the YMCA core values of Caring, Honesty, Respect, and Responsibility and the Mason City Family YMCA Code of Conduct.
5. Maintain the cleanliness and safety of equipment and program area.
6. Manage and handle participant disputes.
7. Communicate with volunteers, staff, participants, and parents.
8. Attend regular staff meetings and trainings as requested.

### EDUCATION/CERTIFICATIONS:

Required within 1 month of hire

- Must be at least 16 years or age
- Adult, Child CPR/AED
- Bloodborne Pathogens
- Mandatory Reporters of Child and Dependent Adult Abuse
- Iowa/Federal Background Check

### QUALIFICATIONS:

1. Work with children with or without disabilities from 6 weeks of age – 6<sup>th</sup> Grade.
2. Work effectively under stress and under specific instructions.
3. Work well with other people and in a team setting.