

# **PART-TIME TEACHER ASSISTANT**

## **PART-TIME CUSTODIAN / CHILD CARE ASSISTANT**

**APPLICATIONS ARE DUE BY Wednesday, August 9, 2023 at 12:00 noon**

### **Job Description**

We have two part-time positions available, or they could be combined into one full-time position.

1) Part-time teacher assistant to help in a busy Pre-Kindergarten classroom Monday - Thursday mornings. Hours will be from 7:25 a.m. to noon or 12:30 (yet to be determined).

2) This position would be in the afternoons, Monday through Thursday 1:00 to 5:30 p.m. and would include 1.5 to 2 hours of custodial work each day.

Employment will begin on Tuesday, August 15<sup>th</sup>. New employees may be terminated without cause through a trial period extending to October 1, 2023

### **Responsibilities**

Teacher Assistant responsibilities include teaching and caring for children under the supervision of the classroom teacher, assisting classroom teacher in whatever tasks are needed, keeping classroom clean and organized (sweeping, vacuuming, disinfecting, sanitizing, etc...), assisting with children's toileting as necessary, outside recess duty, helping with snack and lunch preparation, and enjoying being part of a busy, noisy, exciting preschool classroom.

Custodial responsibilities include vacuuming, mopping, maintaining cleaning equipment, disinfecting and cleaning bathrooms, running and emptying the dishwasher, sanitizing the kitchen, sanitizing toys, and other duties as needed.

### **Qualifications**

We're looking for a happy, kind, energetic individual who loves children. Teacher assistants must have a Colorado Early Childhood Professional Credential (3.0) Level I (or be willing to obtain) and must pass a background check. Several pre-service and orientation on-line courses are required. Passing a child care staff health evaluation (completed by your health care provider) is also a requirement.

### **Required Skills**

- knowledge, ability, and experience to supervise children
- ability to develop rapport with children, parents, and co-workers
- ability to communicate effectively
- ability to exercise tact, discretion, and confidentiality

### **Physical Requirements**

Employee must have the ability to:

- Lift up to 40 lbs.
- Perform daily cleaning
- Repeatedly bend, stretch, and stoop
- Move quickly enough to ensure the safety of the children
- Work outdoors in all weather conditions
- Keep children safe within Child Care Licensing safety requirements

### **Pay & Benefits**

\$16.80 per hour. Benefits available after 90 days of employment.