



Job Title: Childcare Assistant

Carden Arbor View School is currently accepting applications from childcare assistants for the 2021-2022 school year for the before and after school program and midday lunches.

About our School

Carden Arbor View School is an independent, non-sectarian, Pre-K-Grade 8 day school located in Upland, California. We have recently broken ground for a new school in Rancho Cucamonga after 40 respected and hardworking years in our Upland location. Many school community members have remained committed through this transition and are looking forward to building a strong, Carden school that meets the needs of our current time. In this time of renewal, we are striving to build a community that reflects all voices and backgrounds. We are committed to supporting diversity in our student body and their families.

We have been given the opportunity to be stewards to a brand-new campus which will provide endless opportunities for building community, partnerships, and the development of engaging new programs. Included within the campus is our long-awaited STEAM center, where our students will partake in exploring the latest and greatest scientific and technological advances. Together with art and math, Carden Arbor View School strives to provide a holistic education as we prepare lifelong learners.

Carden Arbor View School is an Equal Opportunity Employer and welcomes applicants of any color, race, gender, sexual orientation, and all ethnic, national, cultural, social and religious backgrounds.

Summary

Under the direction of the childcare supervisor, a childcare assistant is responsible for supervising and playing with students from kindergarten to eighth grades and maintaining an inclusive environment.

Essential Functions include, but are not limited to the following:

- Must be willing to conduct in-person supervision, with the possibility of supervising students learning from home concurrently with the in-person classes.
- Ability to provide student management and resolve conflicts
- Ability to communicate effectively and respectfully with students, faculty, parents, and administrators
- Willingness and flexibility to meet job requirements beyond the school day
- Ability to work collaboratively and cooperatively
- Willingness to support the Carden Method is required

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Education and Experience:

- Must be at least 18 years of age
- Experience in a professional childcare setting
- A Bachelor's degree from an accredited college or university is preferred, but not required
- Have a strong sense of community and shared mission
- Exceptional verbal communication skills.
- Must undergo a Live Scan (fingerprinting) and a background check prior to being hired

Candidates must be available for a Zoom and on-site interview. Please send your application materials for any jobs posted above to Ryan Soule at apply@cardenarborview.org.

Interested applicants should email a cover letter, resume, and a list of three (3) references. No phone calls please.