

SCHOOL DISTRICT OF FLAGLER COUNTY

JOB DESCRIPTION

FLAGLER TECHNICAL COLLEGE CHILDCARE WORKER I

QUALIFICATIONS:

1. High School Diploma or equivalent.
2. Department of Children and Families (DCF) forty-five hour Introductory Childcare Training preferred.
3. CPR and First Aid or be willing to obtain within 90 days of employment.
4. Experience preferred in child care programs or related field. (1) year

KNOWLEDGE, SKILLS AND ABILITIES:

Knowledge of child growth and development. Ability to complete DCF forty-five Introductory Childcare training within 90 days. Ability to establish and maintain harmonious working relationships with children, parents and staff. Good oral and written communication skills. Ability to plan and operate a developmentally appropriate program for young children.

REPORTS TO:

Early Childhood Education Supervisor

JOB GOAL

To provide a safe and healthy learning environment for young children in accordance with rules DCF and regulations.

SUPERVISES:

N/A

PERFORMANCE RESPONSIBILITIES:

- *(1) Develop plans and daily schedule. Care for infants and toddlers in program. Prepare and maintain health, attendance and progress records for children in program.
- *(2) Develop plans to meet individual child's needs.
- *(3) Organize and implement daily activities appropriate for children served.
- *(4) Maintain and inventory all program equipment, supplies and materials in a neat and orderly Fashion.
- *(5) Communicate with parents and staff in a professional manner.
- *(6) Participate in in-service training programs
- (7) Perform other incidental tasks consistent with the goals and objectives of this position.

PHYSICAL REQUIREMENTS:

Medium Work: Exerting up to 50 pounds of force occasionally, and/or up to 20 pounds of force frequently and/or up to 10 pounds of force as needed to move objects.

TERMS OF EMPLOYMENT:

Salary and benefits shall be paid consistent with the District's approved compensation plan. Length of the work year and hours of employment shall be those established by the District.

EVALUATION:

Performance of this job will be evaluated in accordance with provisions of the Board's policy on evaluation of personnel.

*Essential Performance Responsibilities

Job Description Supplement Code 5

Salary Lane: Support LBZ

7/25/2023
Revised 9/23/23

