



SANTA BARBARA  
**County Education Office**  
An Equal Opportunity Employer

Service & Leadership

---

Seeks candidates for  
**On-Call, As Needed, Child Care Assistant Substitutes**

Lompoc, Santa Maria, Santa Ynez, Los Alamos, VAFB

Pay rate: \$17.01 per hour

---

**Apply Online:** [www.sbceo.org](http://www.sbceo.org)

**Phone:** 805-964-4711 x2402

**The position:** On-call substitute provides direct care to infant-to-preschool aged children and assistance at a school site or child care facility. Implements innovative, age- and developmentally appropriate, child-centered activities for infant to preschool-aged child care programs that may include parenting education for student parents. While care is custodial in nature, incumbents are required to facilitate developmental activities and parenting instruction.

**Specific duties and responsibilities:** Assists teachers by caring for and providing positive play and developmental experiences for infants to preschool aged children. May assist with supervision and training of student parents and in the activities connected with an infant care center (Cal-SAFE only). Assists with organizing specific activities such as, but not limited to, reading stories, basic arts and crafts, individual and group play and games. Assists in maintaining order by observing and focusing the activities and behaviors of the children in group activities using positive behavior intervention strategies. Assists teachers by instructing parents in developmentally appropriate practices in areas such as nutrition, hygiene, parenting skills, age-appropriate child development, and learning activities. Instructs parents and volunteers in hygiene-related tasks such as, but not limited to, cleaning and disinfecting cribs, furniture, and toys and other surfaces. Gives each parent and child individual and special attention each day. Responds to each child's particular needs and characteristics. Ensures that children receive equal attention in all activities. Assists in preparing developmental profiles and lesson plans. Prepares and organizes materials for children's activities. Plans and alternates activities to meet children's needs. Provides personal hygiene assistance to children, including changing diapers and assisting in sanitation and oral hygiene such as teeth brushing. Reports any signs of illness or distress observed in children. Assists in dealing with the situation, as appropriate. Assists with feeding of children. Performs light housekeeping to maintain rooms in a sanitary, safe, and orderly manner. Supports the children and teachers to prepare and maintain the outdoor classroom. Helps maintain an esthetically pleasing environment by keeping it clean, organized, safe, and appropriately decorated. Engages in activities that support the operation and administration of the child care and adult food program. Performs other duties as assigned that support the overall objective of the position.

## **REQUIREMENTS**

**Abilities:** Understand and follow teacher's instructions. Interact effectively with children, parents, and staff. Understand the needs and differences of children. Reach and engage children in activities. Balance emotional support and discipline in dealing with behavior problems. Demonstrate sensitivity to parents' needs and approach.

**Education and experience:** Completion of 6 semester units (or 9 quarter units) of early childhood education (ECE) curriculum.

**Working conditions:** Work is performed indoors and outdoors with minimal safety hazards, yet some exposure to communicable diseases.