

South Davis Recreation Center  
550 North 200 West  
Bountiful, Utah 84010  
(801) 298-6220

POSITION: Child Care Provider (Part Time/Nights)  
WAGE: \$8.00

EFFECTIVE DATE: 09/5/2020 to 11/1/2020

POSITION REPORTS TO: Child Care Director

### **JOB DESCRIPTION:**

To be a Child Care Provider requires patience; creativity; an ability to nurture, care for, motivate, teach, and influence children; leadership, organization, and administrative skills.

Child Care Providers play an important role in a child's development by caring for the child when the parents are away.

In addition to attending to children's basic needs, Child Care Providers organize activities that stimulate children's physical, emotional, intellectual, and social growth. They help children explore individual interests, develop talents and independence, build self-esteem, and learn how to get along with others.

Helping Children grow, learn, and gain new skills can be very rewarding. Child care workers help to improve children's communication, learning, and other personal skills.

### **EXAMPLE OF DUTIES:**

1. Care for children in a Child Care Facility, located at South Davis Recreation Center.
2. Organize and participate in recreational activities, such as games.
3. Discipline children and recommend or initiate other measures to control behavior, such as picking up toys and books.
4. Instruct children in health and personal habits such as eating, resting, and toilet habits.
5. Read to children, and teach them simple drawing, handicrafts, coloring and songs.
6. Wheel handicapped children to areas of facility, secure in equipment, such as chairs and slings.
7. Observe and monitor children's play activities.
8. Identify signs of emotional or developmental problems in children.
9. Organize and store toys and materials to ensure order in activity areas.
10. Perform housekeeping duties such as cleaning.
11. Sanitize toys and play equipment.
12. Support children's emotional and social development, encouraging understanding of others and positive self-concepts.

13. Show knowledge of principles and processes for providing customer and personal services. This includes customer needs assessment, meeting quality standards for services, and evaluation of customer satisfaction.
14. Be aware of others' reactions and understanding why they react as they do.
15. Talk to others to convey information effectively.
16. Actively look for ways to help people.
17. Give full attention to what other people are saying, taking time to understand the points being made, asking questions as appropriate, and not interrupting at inappropriate times.
18. Teach others how to do something.
19. Monitor/Assess performance of yourself, other individuals, or organizations to make improvements or take corrective action.
20. Select and use training/instructional methods and procedures appropriate for the situation when learning or teaching new things.
21. The ability to shift back and forth between two or more activities or sources of information (such as speech, sounds, touch, or other sources).
22. Performing physical activities that require considerable use of your arms and legs and moving your whole body, such as climbing, lifting, balancing, walking, stooping, and handling of materials.
23. Providing information to supervisors, co-workers, and subordinates by telephone, in written form, e-mail, or in person.

### **MINIMUM QUALIFICATIONS:**

1. At least 18 years of age.
2. Able to pass Background Check.
3. Able to pass First Aid/CPR Training Course.
4. Able to complete 10 hours of Annual Training/In-Service & to receive Certification.
5. Able to take and pass Mantoux Tuberculin Skin Test for Tuberculosis.
6. Able to care for children of all ages.
7. Able to keep all certification current and up to date.
8. Able to communicate effectively with patrons, supervisors, parents of children, and other employees.
9. Able to be alert, attentive, and responsible.
10. Able to be a team player.
11. Skills in music, art, and storytelling also are important.
12. Able to follow and abide by the State or Local Regulations for Worker to Children Ratios.

### **WORKING CONDITIONS:**

1. Willing and available to work morning shifts and night shifts.
2. Willing and available to work some holidays.
3. Willing to cope with stressful situations.

4. Child Care Providers must anticipate and prevent problems, deal with disruptive children, provide fair but firm discipline, and be enthusiastic and constantly alert.
5. Workers should be mature, patient, understanding, and articulate and have energy and physical stamina.
6. The work is sometimes routine; however, new activities and challenges mark each day.
7. Child care can be physically and emotionally taxing, as workers constantly stand, walk, bend, stoop, and lift to attend to each child's interests and problems.
8. Ensures that children receive proper supervision.
9. Ensures the facility is a clean, pleasant place to work; with endless rewarding possibilities.

To Apply, fill out an application and return to the Child Care Center.