



FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

FAMILY YMCA OF BLACK HAWK COUNTY "The Village" CHILD WATCH CARE PROVIDER JOB DESCRIPTION

Position: Care Provider- Child Watch
Reports to: Director of Healthy Living
Status: P/T
Approved: 12/21/2018

Care Provider-Child Watch:

A position at the YMCA opens windows of opportunity. Imagine being a leader in one of the most respected human services organizations in the world! Your work positively influences the lives of youth in the Cedar Valley. At the Y, you can apply your experience, knowledge, creativity and energy, all while impacting youth for a healthier tomorrow. Make a difference, today and every day.

Position Summary:

We are seeking a high energy, creative individual to help bring membership experience to a higher level through "The Village", our child watch service for members. Under the supervision of the Director of Healthy Living, your day-to-day will be ever-changing and fast paced.

We are seeking an individual to maintain a flexible work schedule and have knowledge and experience working with children ages 6 weeks-11 years old. We desire leadership, self-initiative, passion for children, positive attitude and someone who can connect well with parents to develop a trusting relationship. This position directly supports Healthy Living initiatives at the Y, allowing caretakers to initiate a healthier tomorrow.

YMCA Competencies:

- Developing and Inspiring People: support the holistic development of self and others so that everyone can embrace the Y's cause, sustain the Y's culture, and inspire others to take individual and collective action to further our impact
- Building Relationships: connect people to the Y's cause by developing inclusive relationships, partnerships and collaborations so that Ys can co-create solutions to pressing social needs.

Hours:

Maximum weekly hours (Mon-Sat) may not exceed 32 hours. Shared departmental hours may be available to supplement total hours.

Essential Functions:

- Be responsible for engaging youth and parents as they visit our "Village"



**FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY**

- Greet and help check-in every child
- Monitor ratio and not allow "The Village" to exceed 12 children at a time
- Encourage healthy body, mind and spirit while engaging kids
- A neat and clean personal appearance will be kept at all times
- Timely in manner and adhere to set scheduling each month
- Help in keeping child watch safe and clean for all ages
- Clean jungle gym and wipe down mats each shift
- Notify supervisor of any supplies needed

Effect and End Result:

- All youth and parents will be greeted by first name (or introduction made) and feel welcome
- Child watch in-take form filled out and pulled from file
- Help boost membership quality through excellent child experience
- The overall quality of the YMCA and its programs and services will be viewed as excellent by more members and guests, leading to higher satisfaction and participation rates.

Skills and Qualifications:

First and foremost, we are looking for someone who knows how to have FUN, engage a wide range of age population and connect well with our Healthy Living staff team. It's important that you are able to have access to call, text and email for scheduling purposes.

We are looking for someone who is self-motivating to members and the community. We also ask that you have the ability to communicate effectively in a positive manner by telephone and in person. We seek someone who is a quick learner with attention to detail; has patience to deal with high volumes of children; sound judgment for dealing with daily issues; and always cognizant of member, community, and staff safety.

Certificates, Licenses, Registrations:

- Previous child care experience required
- CPR/AED required (first 30 days)
- Blood Borne Pathogens and Child Abuse Prevention- West Bend Academy (first 30 days)
- Mandatory Reporter (first 30 days)
- Y Cause and Culture (first 14 days)

Physical Demands:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is frequently required to sit and talk or hear. The employee is occasionally required to stand; walk; use hands to finger, handle, or feel objects, tools or controls; reach with hands and arms; climb or balance; and stoop, kneel, crouch, or crawl.

The employee must regularly lift and/or move up to 10 pounds, frequently lift and/or move up to 25 pounds, and occasionally lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision, distance vision, peripheral vision, depth perception, and the ability to adjust focus.



**FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY**

Work Environment:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee occasionally works in outside weather conditions. The noise level in the work environment is usually moderate.

Comments:

We understand and mutually accept that the above description represents our agreements as to the job to be performed.

Care Provider-Child Watch

Date

Director of Healthy Living

Date