



FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

NORTH SUBURBAN YMCA

Job Title: **Childwatch Caretaker**

Reports to: Shannon Sliwinski

POSITION SUMMARY:

Provides supervision of children in Childwatch area in a responsible, caring and respectful manner. Ensures the safety and well-being of all children while they are in the Childwatch area. Also provides a quality experience to children and parents that focuses on the YMCA values: honesty, respect, responsibility, and caring.

ESSENTIAL FUNCTIONS:

1. Actively greets all patrons of the Childwatch area.
2. Provides supervision of all children that utilize the Childwatch.
3. Ensures the safety of all children while in Childwatch. Ensures an incident report is filled out whenever a situation occurs.
4. Engages actively with children while they are in Childwatch.
5. Makes ongoing observations and evaluations of each child. Unfavorable behaviors will be noted and documented.
6. Maintains cleanliness of Childwatch and all its toys and equipment.
7. Attends and participates in staff meetings, and staff training.
8. Performs other duties as assigned.

YMCA COMPETENCIES (Leader):

Mission Advancement: Accepts and demonstrates the Y's values. Demonstrates a desire to serve others and fulfill community needs.

Collaboration: Works effectively with people of different backgrounds, abilities, opinions, and perceptions. Builds rapport and relates well to others. Seeks first to understand the other person's point of view, and remains calm in challenging situations. Listens for understanding and meaning; speaks and writes effectively. Takes initiative to assist in developing others.

Operational Effectiveness: Makes sound judgments, and transfers learning from one situation to another. Embraces new approaches and discovers ideas to create a better member experience.

Establishes goals, clarifies tasks, plans work and actively participates in meetings. Follows budgeting policies and procedures, and reports all financial irregularities immediately. Strives to meet or exceed goals and deliver a high-value experience for members.

Personal Growth: Pursues self-development that enhances job performance. Demonstrates an openness to change, and seeks opportunities in the change process. Accurately assesses personal feelings, strengths and limitations and how they impact relationships. Has the functional and technical knowledge and skills required to perform well; uses best practices.

QUALIFICATIONS:

1. At least 16 years of age (*The age minimum may be higher depending on state law*).
2. Previous experience working with children preferred.
3. Ability to plan, organize and implement age-appropriate/developmentally appropriate program activities.
4. Physically able to get on the floor with children, lift children and change diapers.

PHYSICAL DEMANDS

Ability to pick up and hold infants.

Employee Signature: _____ Date: _____

Supervisor Signature: _____ Date: _____