



## Position: Childcare Provider

## Supervisor: Vice President of Prevention & Outreach

## Position Description:

This professional provides childcare to the children of domestic violence survivors participating in community support groups. Hours vary depending on group schedule and demand. Generally will not exceed 10 hours per week.

## Core Values of Staff

- *Safety:* We ensure the protection and confidentiality of clients, staff, and volunteers.
- *Respect:* We are accountable, engage in clear communication, collaborate, and embrace differences in our work and in our interactions.
- *Equality:* We offer each client the opportunity to reach their defined goals by receiving individualized, person-centered services.

## Roles and Responsibilities:

- Performs childcare duties and provides supervision of children at all times.
- Keeps children safe, disciplined and entertained.
- Prepares engaging activities ranging from arts and crafts, story time, group games, and other enrichment programs/workshops for children in attendance.
- Maintains clean and organized childcare area.
- Utilizes volunteers and interns to assist with childcare, when needed.
- Fosters and maintains excellent professional working relations with staff and volunteers and functions as part of a team.
- Other duties as assigned.

## Minimum Qualifications:

- Minimum of 2 years of experience providing childcare.
- Knowledge of child/adolescent development; experience working with children and youth.
- Knowledge of domestic violence and its impact on victims, especially children and youth.
- Ability to work with culturally diverse groups.
- CPR certification including infant.
- **Fluent in Spanish preferred.**
- 21 years of age with a valid driver's license and reliable transportation.
- Must be able to work a flexible schedule, including evenings and weekends.

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Employee

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Date

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VP of Prevention & Outreach

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Date

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President & CEO

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Date