

CHILD CARE WORKER

GENERAL STATEMENT OF DUTIES: Provides care to infants and children within a special school program for teenage mothers, or infants and children of parents in a family literacy program; does related duties as required.

DISTINGUISHING FEATURES OF THE CLASS: This is non-technical, routine work which involves the care of infants and children in support of a program designed to bring teenage mothers back to school to learn child care as well as resume their academic or vocational studies (BOCES #1 SD) or a program designed to promote family literacy (Rye #4 S.D.). The work is performed under the direct supervision of the program director and in accordance with specific policies and procedures. (NOTE: In the Rye #4 School District Even Start program where the target population is Hispanic, proficiency in reading, writing, speaking and interpreting the Spanish language is required).

EXAMPLES OF WORK: (Illustrative Only)

Provides care to children and infants including feeding, changing, bathing, dressing and entertaining them;

Assists mothers with child care by demonstration and simple instructions;

Observes and encourages adherence to safety rules and health guidelines and keeps facilities and equipment clean and in order;

Records observations concerning child's response to incumbent and parent, amount child eats, teenagers' parenting skills, etc.;

Keeps daily logs including height and weight information and daily attendance, collects medical/health forms, follows up on absences, etc.,

(Bilingual) performs generally the same duties as above but in addition translates and interprets to and from the Spanish language as required in the performance of these duties.

REQUIRED KNOWLEDGE, SKILLS, ABILITIES AND ATTRIBUTES: Working knowledge of infant and child care techniques; skill in caring for pre-school children; ability to understand and carry out non-technical oral and written directions and to follow prescribed routines; for designated bilingual positions in the Rye #4 School District: good knowledge of the Spanish language and the ability to effectively communicate in Spanish; ability to get along well with others and to secure the cooperation of teenagers; ability to read and write; physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS: Graduation from high school or possession of an equivalency diploma.

SPECIAL REQUIREMENT FOR APPOINTMENT IN SCHOOL DISTRICTS:

In accordance with the Safe Schools Against Violence in Education (SAVE) legislation, Chapter 180 of the Laws of 2000, and by the Regulations of the Commissioner of Education, candidates for appointment in school districts must obtain clearance for employment from the State Education Department prior to employment based upon a fingerprint and criminal history background check.

BOCES #1 S.D
Rye #4 S.D
J.C.: Non-Competitive
1a

Job Class Code: S370