

## **CHILD DEVELOPMENT ATTENDANT**

### **DEFINITION**

Under direct supervision, to assist in the supervision, care and guidance of infants and toddlers in social, behavioral, manipulative, and language development skills in a Child Development Center; to organize and assist in instructional and training programs; to assist in the development of parenting skills for teen age parents; and to do other related work as required.

### **ESSENTIAL DUTIES**

Participate in instruction, motivation, and guidance to infant and toddler children in the development of social, behavioral, motor, manipulative, and language development skills.

Assist in implementing lesson and instructional plans for teen parent parenting skills.

Assist in providing a variety of experiences in the development of social and communication skills, and in participation in age appropriate activities.

Assist in the use of a variety of instructional aids and materials in the conduct of instructional and training processes.

Provide for the physical needs of the center children, including diaper changes, washing and cleaning, toilet training, feeding, and preparing nap areas.

Participate in the preparation of serving of meals and snacks, and in the cleanup of food preparation and serving areas.

Role model proper child nutrition, hygiene, and infant care.

Perform light housekeeping functions in maintaining the center equipment, bedding, cooking and eating utensils in a clean and sanitary condition.

Observe children to detect signs of ill health, and emotional issues and concerns and report to supervisor.

Participate in meetings, conferences and in-service training as assigned.

### **QUALIFICATIONS**

#### Knowledge of:

Basic practices of child care and development;

Activities to entertain children;

Planning and organization techniques and methods;

Educational materials, supplies, and equipment typically utilized in a children's center program.

#### Ability to:

Assist instructors in providing effective learning activities for children and teen age parents experiencing a wide range of socio-economic and cultural backgrounds and exhibiting varying levels of intellectual, social, and emotional maturity;

Provide a warm, attractive, and inviting learning environment;

Communicate effectively with adults and preschool children;

Understand and carry out oral and written directions;

Establish and maintain cooperative working relationships.

**PHYSICAL DEMANDS**

The physical requirements indicated below are examples of the physical aspects that this position classification must perform in carrying out essential job functions.

Persons performing service in this position classification will exert 20 to 40 pounds of force frequently to lift, carry, push, pull, or otherwise move objects.

This type of work involves sitting a portion of the time, but will involve walking, carrying and standing.

Perceiving the nature of sound, near and far visual acuity, depth perception, providing oral information, and possessing the manual dexterity to operate business related equipment and to handle and work with various materials and objects are important aspects of this job.

Must have a full range of motion in the upper extremities.

Reasonable accommodation may be made to enable a person with a disability to perform the essential functions of the job.

**EXPERIENCE AND EDUCATION**

Any combination of experience and training that would likely provide the required knowledge and skill is qualifying. A typical way to obtain the required knowledge and skill would be:

Experience:

One year of volunteer experience in the care of children, preferably in a Child Development Center, preschool, or early childhood education program.

Education:

Equivalent to the completion of the twelfth grade.

Early Childhood Education and Child Development coursework is desirable.

**CERTIFICATE REQUIREMENT**

Possession of a valid first aid certificate issued by a recognized agency, including CPR training.

P.C. APPROVED: 04/08/03

Revised: 11/09/10