

VISTA UNIFIED SCHOOL DISTRICT

**CHILD DEVELOPMENT ASSISTANT II**

**DEFINITION**

Under general supervision, to supervise, teach, instruct, and direct infant and preschool children in social, behavioral, manipulative, and language development skills in a Child Development Center; to plan, organize and conduct instructional and training programs; to aid in the development of parenting skills for teen age parents; and to do other related work as required.

**ESSENTIAL DUTIES**

- Plan, organize, and provide instruction, motivation, and guidance to infant and preschool children in their development of social, behavioral, motor, manipulative, and language development skills.
- Participate and use program guidelines in developing lesson and instructional plans for teen parent parenting skills.
- Provide a variety of experiences in the development of social and communication skills, and in their participation in age appropriate activities.
- Prepare, develop, and use 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.
- Assist in the preparation and serving of meals and snacks, and in the cleanup of food preparation and serving areas.
- Utilize a variety of methodology in teaching and instructing teen age mothers in child nutrition, hygiene, and infant care.
- Establish standards of child behavior and use a variety of behavior modification, reinforcement and other behavior-shaping strategies.
- 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.
- Evaluate and chart child growth and progress, and prepare written evaluation reports.
- Meet with parents to discuss pupil progress and observed problem areas.

**QUALIFICATIONS**

Knowledge of:

Methods, techniques, and strategies pertaining to the instruction of infant and preschool children;  
Child growth and development principles and theories;  
Instructional goals and objectives related to infant and early childhood education;  
Planning and organization techniques and methods;  
Behavior management and shaping methods, strategies, and techniques;  
Educational materials, supplies, and equipment typically utilized in a children's center program.

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Ability to:

- Plan, organize, and implement an effective and efficient instructional and training program for Child Development Center participants;
- Provide effective learning activities for children and teen age mothers experiencing a wide range of socio-economic and cultural backgrounds and exhibiting varying levels of intellectual, social, and emotional maturity;
- Effectively assess the educational needs of Child Development Center children, and design and supervise the implementation of appropriate and sound educational and training plans and activities;
- Provide a warm, attractive, and inviting learning environment;
- Communicate effectively in oral and written form;
- 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 or standing for brief periods.
- 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 experience in an instructional capacity in a Child Development Center, preschool, or early childhood education program.

Education:

Equivalent to the completion of the twelfth grade, including 12 units of Early Childhood Education and Child Development course work in Child Growth and Development (3), Child/Family/Community (3), Program/Curriculum (3), and Infant Toddler (3) from an accredited educational institution.

**License and Certificate Requirement**

Possession of a first aid certificate including CPR.