



FOR YOUTH DEVELOPMENT®  
FOR HEALTHY LIVING  
FOR SOCIAL RESPONSIBILITY

## CHILD CARE TEACHER JOB DESCRIPTION

Job Title: **Child Care Teacher**

FLSA Status: Non-Exempt Full-Time

Reports to: Child Care Director

Revision Date: 9/14/21

### POSITION SUMMARY:

This position supports the work of the YMCA, a leading nonprofit, committed to strengthening the community through youth development, healthy living, and social responsibility. The Child Care Teacher maintains a supportive, positive atmosphere that welcomes and respects all individuals, promotes the potential of all youth, and provides a quality experience to both youth and their families.

As a youth-serving organization, all staff share the responsibility to keep children safe, and this position requires that the incumbent read and sign the separate "Youth Protection Policy for Personnel and Volunteers" statement and abide by it.

### OUR CULTURE:

Our mission and core values are brought to life by our culture. In the Y, we strive to live our cause of strengthening communities with purpose and intentionality every day. **We are welcoming:** we are open to all. We are a place where you can belong and become. **We are genuine:** we value you and embrace your individuality. **We are hopeful:** we believe in you and your potential to become a catalyst in the world. **We are nurturing:** we support you in your journey to develop your full potential. **We are determined:** above all else, we are on a relentless quest to make our community stronger beginning with you.

### ESSENTIAL FUNCTIONS:

1. Supervises the children, classroom, and all program activities.
2. Follows all procedures and standards as established by the law or the Y; makes ADA accommodations where appropriate; maintains the program site, equipment, and required program records.
3. Nurtures children through purposeful programming; creates lesson plans that are intended to achieve program goals and outcomes.
4. Creates a positive rapport and shared interest with all youth.
5. Provides opportunities for youth to lead, problem-solve, and make decisions and choices within the program and provides daily opportunities for youth to reflect on and respond to their experiences.
6. Makes ongoing, systematic observations and evaluations of each child.
7. Provides and welcomes ongoing dialogue with parents and caregivers and their child's needs and progress; conducts parent/caregiver conferences; connects families to the Y.
8. Attends and participates in family nights, program activities, staff meetings, and staff training.
9. Performs other duties as assigned.

### LEADERSHIP COMPETENCIES:

- **Communication and Influence:** Listens and expresses self effectively and in a way that engages, inspires, and builds commitment to the Y's cause.
- **Developing Self and Others:** Develops self and supports others (e.g., staff, volunteers, members, program participants), both formally and informally to achieve their highest potential.
- **Program/Project Management:** Ensures program or project goals are met and intended impact occurs.



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**REQUIREMENTS:**

- Meets educational and experience qualifications established by state law and/or the Y.
- CPR, First Aid, and AED certifications required.
- Child Abuse Prevention training required within 30 days of hire. Meets minimum age standards as established by state law and/or the Y.
- Previous experience working with children in a developmental setting preferred.
- Ability to plan, organize, and implement age-appropriate/developmentally appropriate program activities.
- Previous experience with diverse populations.
- Ability to develop positive, authentic relationships with people from different backgrounds.
- Commitment to inclusion and compliance with the Americans with Disabilities Act (ADA).

**WORK ENVIRONMENT & PHYSICAL DEMANDS:**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Staff must have the ability to plan, lead, and participate in program activities.

**SIGNATURE:**

I have reviewed and understand this job description. I agree to fulfill my responsibilities as a Child Care Teacher in a positive and cooperative manner. I understand that if I neglect my duties, I may be released from duty.

\_\_\_\_\_  
Employee Name

\_\_\_\_\_  
Employee Signature

Date: \_\_\_\_\_