

Decatur County Family YMCA

Job Description

Job Title: Child Watch Attendant
Supervisor: Child Care Director

General Function

Under the direction of the Child Care Director, and in keeping with the established policies and procedures of the YMCA, the Child Watch Attendant assumes the responsibility for the overall daily operation of the site, including the supervision, management, and safety of children. The Child Watch Attendant will work with staff to provide a program, which fosters children's social, physical, spiritual, and mental growth.

Requirements:

- 16 years of age or older.
- At least 2 years experience working with children.
- Must have a current Indiana driver's license.

Responsibilities:

- Know and follow the YMCA mission statement. "To put Christian principles into practice through programs that build healthy spirit, mind, and body for all."
- Know and model the four Core Values of the YMCA. Caring, Responsibility, Respect, Honesty.
- Extend courtesy and respect to all members and guest of the YMCA.
- To complete YMCA orientation, Child Abuse Prevention, CPR, AED and first aid training within 90 days of employment.
- Maintain a positive attitude about the YMCA both on and off premises

Job Segments:

- Understand the needs of, and be able to effectively care for children.
- Have the ability to work well with children in cooperation with staff and parents of participants.
- Must have strong communication skills, practical and strong decision making skills, versatility, initiative, and strong human relations skills.
- Attend required YMCA trainings during the first 90 days of employment.
- Learn and maintain policies and procedures as they apply to the program.
- Be responsible for the safety of the children at all times.
- Be responsible for the daily record keeping and adherence to all requirements.
- Oversee the daily maintenance of space and facility.
- Assume other duties as directed by YMCA administration.

Effects on End Results:

Success in this position will result in positive experiences for the enrolled children as well as their parents. As a result, the Child Watch at the YMCA will continue to grow, and families and the overall community will have positive feelings about the YMCA programs and services.

I have read and understand the prior job description

Signature _____

Date _____

Supervisor _____

Date _____