



YMCA Southcoast JOB DESCRIPTION

Job Title: Child Watch Aid
FLSA Status: Non-Exempt

Job Family: Membership
Job Code: MN 105
Revised: March 2011

Position Summary:

Provides direct care for children 3 months to 9 years while in the child watch area.

Essential Functions:

- Develops positive relationships with participants.
- Provides activities in accordance with established Child Care Services regulations.
- Communicate as required with parents and children to assure highest standards of care are being met.
- Participate in enforcing established ground rules.
- Participate in the maintenance of cleanliness and safety of the physical environment.

YMCA Competencies:

Mission and Community Oriented: *Accepts and demonstrates YMCA values. Works effectively with people of different backgrounds, abilities, opinions and perceptions. Demonstrates a desire to serve others and fulfill a community need. Recruits volunteers and builds effective, supportive working relationships with them.*

People Oriented: *Seeks first to understand the other's point of view; remains calm in challenging situations. Builds rapport and relates well to others. Listens for understanding and meaning; speaks and writes effectively. Takes initiative in developing others.*

Results Oriented: *Strives to meet or exceed goals and deliver a high value experience for members. Embraces new approaches and discovers ideas to create a better member experience. Makes sound judgments and transfers learning from one situation to another. Establishes goals, clarifies work, and participates in meetings.*

Personal Development Oriented: *Accurately assess personal feelings, strengths and limitations, and how they impact relationships. Pursues self-development that enhance job performance. Demonstrates an openness to change; seeks opportunities in the change process.*

Qualifications:

- Minimum 1 year experience working with children age 3 months – 9 years.
- Ability to effectively interact with parents and children on a range of issues.
- Demonstrated ability to make mature judgments in difficult situations.

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JOB DESCRIPTION**

Job Title: Child Watch Aid (continued)

Physical Demands:

- The physical demands of this position are limited and, as such, reasonable accommodations may be made to enable individuals with physical disabilities to perform essential functions of this position.

I have reviewed the above job description and understand my responsibilities as described:

Print Name: _____ **Date:** _____

Signature: _____ **Date:** _____

YMCA Southcoast reserves the right to change and/or modify the job requirements, responsibilities, and qualifications for this position to meet changing business needs. Further, nothing in this description is intended to represent all functions, duties, and responsibilities of the associate holding this job title, or to alter the at-will nature of their employment. (See HR Policy and Procedures Manual- Disclaimer et al, 1/08)

Understood and Agreed To: Signature: _____ **Date:** _____