**Infant and Toddler Aide Job Description**

**Job Description**

**This position will be scheduled between the hours of 6:30am-6:00pm. Person MUST be available to work during those hours and be flexible working in multiple classrooms.**

* Create, manage and participate in a variety of learning environments and activities that provide opportunities for students to develop to their fullest potential and achieve their learning objectives.
* Assist the Teacher to create and deliver lesson plans, implement school curriculum, and assess developmental needs of students.
* Maintain a healthy and safe environment.
* Communicate positively with students, parents and staff.
* Participate collaboratively and professionally with other teachers and staff to promote the general well-being of the school, and collective/individual interest of its staff and student body.

Qualifications/Requirements

* High school diploma or general education degree; must be at least 18 years of age.
* Must obtain and keep current training certifications in first aid, CPR, communicable diseases, child abuse recognition & prevention required by the State of Michigan. (self-pay)
* Must have Criminal Background Check and Fingerprints completed (self-pay)
* Must work year-round, including over school breaks, summer, fog/weather days, etc.
* Ability to relate effectively to diverse groups of people from all social and economic segments of the community.
* Proven track record of developing authentic relationships with others.
* Ability to foster a collaborative team approach to solving challenging situations.
* Must have excellent attendance record and work in a timely manner.

Job Type: Part-time

Salary: $10.00 /hour