

SSU Children's Learning Center

Qualifications:

Applicants should be early childhood education, education, or OT/PT majors with priority given to those who have completed ED 115. Candidates are required to complete an orientation and comply with all licensing requirements including completion of four 6 hour training's in First Aid, CPR, Communicable Disease, and Child Abuse Prevention. Ohio Bureau of Criminal Identification and Investigation (BCI&I) checks are also required at the candidate's expense.

Selection:

TA's may be interviewed by CLC staff with selection by consensus.

Dress:

Staff should dress to suit the activity-based curriculum. TA's are expected to dress professionally and modestly in clothes that encourage active involvement with the children's play and activities.

Responsibilities:

- Assist with classroom and playground supervision under the direction of CLC staff.
- Be familiar enough with the content standards/lesson plans to support/assist in classroom instruction.
- Lead children in activities during AM/PM childcare
- Follow sanitization procedures and assist with clean-up and restoration of laundry, playground, classrooms, and lunch service.
- Protect the rights of children and families i.e. confidentiality.
- Participate in food service training and serve meals/snacks.
- Cover for staff on breaks including classrooms, playground, front desk, etc.
- Do routine maintenance associated with an early childcare setting i.e. moving furniture, laundry, cleaning, etc.
- Communicate with staff and families.
- Be an active role model for children.
- Adhere to all SSU/CLC policies.

- Create a positive image for SSU and the Children's Learning Center.

Special Skills Required:

- Principle duties and responsibilities require general health and mobility in addition to initiative and a positive attitude including the ability to:
 - Physically lift 25-50 lbs i.e., children, cots, classroom furniture
 - Handle sanitization chemicals for the purposes of disinfecting
 - Reach above shoulders
 - Display good written and verbal communication
 - Stand for extended periods of time
 - Move quickly and easily from sitting to standing
 - Interact and sit on the floor with children
 - Work outdoors in all weather conditions on a daily basis
 - Visually scan environments inside and outside to insure child safety
 - Hear, speak, and see to exchange information with children, staff and families