

## Job Description

<b>Title:</b> Childcare Worker II	<b>Reports to:</b> Zach's Place Program Director	<b>Pay Status:</b> Non-Exempt
<b>Department/Program:</b> Zach's Place	<b>Interviewer:</b>	<b>Interview Date:</b>

### **Scope:**

To help provide a safe, healthy, and enriching environment for children and young adults served at Zach's Place. This position is under the direct supervision of the Program Director and/or designee.

### **Duties:**

- Provide direct care, including physical care to the program's participants. May include caring for medically fragile individuals.
- Assist in the implementation of established goals and treatment in the daily programming of the Center; as determined in the participant's individual plan.
- Follow the policies and procedures for the care of Zach's Place participants, as established by the Center and the State Department of Human Services. This includes safety plans, reporting emergencies, life skills programming and emergency procedures.
- Maintain necessary paperwork, including medication logs, incident reports, check-in guide. Report any Center needs, including repair and maintenance, in the staff communication book and to Team Shift Lead.
- Must be able to work independently in the community for picking up and dropping off children, community participation and community connections activities; thus meeting the agency's standards for independent work.
- Attend staff meetings and complete all required training, including medication training. Maintain training requirements of 15 annual ongoing hours to include behavior management and techniques.
- Will work as a team member and assist other staff in the completion of tasks to maintain the Center's standards for safety and cleanliness.
- Provide for the transportation needs of the children using company van or own vehicle
- Must be able to assist in developing and implementing community participation activities.
- Must be willing to assist with facility duties, recreation activities, and other areas to better serve youth.
- Report and document incidents per agency policies and procedures for reporting incidents.
- Other duties as assigned.

### **Minimum Qualifications:**

- Minimum: High School education or equivalency
- Prefer a bachelor's degree in a human service/ ECE or related field
- Must meet the licensing waiver regulations that include one or more of the following – CNA license, behavior support specialist, paraprofessional in the school system, home health worker.
- A minimum of two years of experience providing direct care to children, preferably children with disabilities.
- Must be able to lift and transfer, up to 50 lbs and be able to stand for the majority of the shift.
- Must be available to work a minimum of 4 weekend days every month, and available to be scheduled for evenings and overnights as needed.
- CPR, First Aid, & Universal Precautions within 30 days of hire.
- Current Physical within last 2 years per State of CO rules & regulations
- Valid driver's license, current vehicle insurance, and an acceptable driving record per SKSF standards