 **St. James Child Care Center**

 401 Carlwood Drive.

 Miamisburg, OH 45342

 937-866-1633

**Full Job Description**

**About us:**

**St. James Child Care Center is a faith-based childcare program offering services to the families of Miamisburg and surrounding communities. We serve children 6 weeks – 10 years old. We are looking for dedicated employees who strive to make a difference in children’s lives.**

**Requirements:**

**Employee must be at least 18 years of age/ or be enrolled in the second year of or completed a two-year career-technical program in Child Development or be a High School Senior enrolled in a college credit program in child development.**

* **Be mentally and physically capable of caring for children independently.**
* **Excellent patience and stamina for keeping up with the demands of children of all ages.**
* **Caring and compassionate attitude when interacting with and caring for children**
* **Be able to work well with others and within a team environment.**
* **Possess advanced multitasking and organization skills to handle multiple children at a time.**

**Expectations**

* **Ensure the safety and well-being of all children in your care while maintaining compliance within the classroom.**
* **Be nurturing and kind with children and families**
* **Be a positive role model for the children**
* **Be professional and have strong verbal communication skills, as well as, listening skills to converse with the children, co-workers and parents/guardians.**

**Responsibilities and Duties**

* **Daily preparations of the classroom**
* **Engage with children during play activities**
* **Daily implementation of lesson plans and activities in the classroom.**
* **Assist with classroom setup and clean up, prep, etc...**
* **Establish rapport and communication with families.**

**Job Type: Full/Part Time Pay: $11.00-$12.00 per hour**

**If interested, please contact us at 937-866-1633 or** **Stjameskids1@gmail.com**

**Ask for Ms. Cindy or Ms. Kris**