

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA



JOB DESCRIPTION

POSITION TITLE:	Child Care Monitor II
CONTRACT YEAR:	Temporary Position
PAY GRADE:	Temporary Salary Schedule

QUALIFICATIONS:

EDUCATION: A standard high school diploma or an approved General Educational Development (GED) Testing Program.

EXPERIENCE: ~~A minimum of one (1) to two (2) years of documented experience and/or training working in a school-based after care program.~~

ADDITIONAL REQUIREMENTS: Must have completed the BASCC Comprehensive Child Care Components I and II *(a certified teacher does not need to attend Component Training)*. In addition, at least ten (10) hours of approved BASCC Child Care training is required every year of employment. CPR/First Aid certification required for position and maintained. Computer skills required as needed for the position. Must be 18 years of age or older.
~~the Department of Children and families 10-hour modules on School Age Child Care Developmentally Appropriate Practices (DAP) and Mainstreaming or BASCC Comprehensive Child Care Components I and II. Within 1st year must attend at least 10 hours of approved BASCC Child Care Training and continue to take at least ten (10) hours annually. Within the first six (6) months of employment must complete CPR and First Aid certification and maintain certification. Demonstrated appropriate personal characteristics for working with children, youth and adults. Bilingual skills are preferred. Computer skills as required for the position. Must be 18 years of age or older.~~

OR

Must have completed the Florida Department of Children and Families (My Florida) three modules: Special Needs

Appropriate Practices (SNP-10 hours), Understanding Developmentally Appropriate Practices (UDAP-5 hours) and School-Age Appropriate practices (SAP – 5 hours) (a Preschool (PSP) certification is not acceptable). In addition, at least ten (10) hours of approved BASCC Child Care training is required every year of employment. CPR/First Aid Certification is required for the position and must be maintained. Computer skills are required as needed for the position. Must be 18 years of age or older.

REPORTS TO: School Age Child Care Supervisor

SUPERVISIONES: This position does not have supervisory responsibilities.
None

POSITION GOAL: To plan for and conduct the Before and After School Care on-site program so that it is a safe and enriching program for the participants.

ESSENTIAL PERFORMANCE RESPONSIBILITIES:

The Child Care Monitor II shall: carry out the performance responsibilities listed below.

1. Aadhere to Before and After School Child Care Quality Standards.
2. Directly supervise and facilitate activities or areas to provide appropriate experiences for children.
3. Set and maintain appropriate standards for children's behavior using non-punitive methods which teach self-discipline while supporting children's self-esteem.
4. Provide direct supervision of play areas and children's activities to ensure safety and quality.
5. Participate in planning and evaluating activities and scheduling for children.
6. Procurer equipment and assist in clean up of supplies for planned activities.
7. Assist in reporting student incidents to the appropriate personnel.
8. Provide timely input on needed program supplies and materials.
9. Maintain a cooperative relationship with all other staff members.
10. Interact positively with all parents and refer questions and concerns to the Child Care Supervisor as appropriate.
11. Perform and promote all activities in compliance with the equal employment and non-discrimination policies of The School Board of Broward County.
12. Participate successfully in the training programs offered to increase the individual's skills and proficiency related to the assignments.
13. Review current developments, literature and technical sources of information related to job responsibility.

14. Ensure adherence to ~~good~~ safety rules and procedures.
15. Follow ~~f~~ederal and state laws, as well as School Board policies.
16. Perform other duties as assigned by the Child Care Supervisor /School Administrator or designee.

PHYSICAL REQUIREMENTS:

Medium work: Exerting up to 50 pounds of force occasionally, and/or up to 20 pounds of force frequently and/or up to 10 pounds of force as needed to move objects.

TERMS OF EMPLOYMENT:

Salary and benefits shall be paid consistent with the District's approved compensation plan. Length of the work year and hours of employment shall be those established by the School Board.

EVALUATION:

Performance will be evaluated in accordance with Board Policy.

Board Approved: 9/21/93 &

Adopted: 11/16/93

Revised: 6/19/2001 &

Adopted: 7/17/2001

Board Adopted: 3/16/04