



## RACINE FAMILY YMCA JOB DESCRIPTION

FOR YOUTH DEVELOPMENT  
FOR HEALTHY LIVING  
FOR SOCIAL RESPONSIBILITY

**Job Title:** School Age Child Care Teacher  
**Supervisor:** Youth and Family Director  
**Hours:** 10-25 hours per week

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### Function

This position is responsible for planning, implementing and supervising daily activities at designated school site. **This is a part-time, non-exempt position.**

### Qualifications

To perform this job successfully, an individual must be able to perform each essential function satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or abilities required. Reasonable accommodations may be made to enable qualified individuals with disabilities to perform the essential functions.

- Be at least 18 years of age
- Level 3 on the Registry
- Have previous experience working with children
- CPR/AED Certified preferred
- Must possess good communication skills
- Must have a reliable transportation

### Job Segments

- Ensure children are properly signed in and out of program daily.
- Incorporate Character Development into SACC activities.
- Assist in keeping all sites in compliance with state licensing guidelines.
- Complete required paperwork and reports in a timely manner with attention to professionalism.

### Effect on End Results

The effectiveness of the SACC Assistant Teacher's performance will be measured by:

- Leadership Competencies
- Job Segments
- Professionalism/Image
- Knowledge of the Y's Mission

This description has been prepared to assist in properly evaluating various classes of responsibilities, skills, working conditions, etc. present in the classification. It is intended to indicate the kinds of tasks and characteristic levels of work difficulty that will be required of positions that will be given this title. It is not intended as a complete list of specific duties and responsibilities, nor is it intended to limit or in any way modify the right of any supervisor to assign, direct and control the work of employees under supervision. The use of a particular expression or illustration describing duties shall not be held to exclude other duties not mentioned that are of similar kind or level of difficulty.

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