

<b>POSITION TITLE</b>	Children's Services Employee/Educator
<b>LEVEL</b>	Casual
<b>REPORTS TO</b>	Team Leader
<b>PROGRAM</b>	Child Care and Education Centres
<b>POSITION SUMMARY</b>	To undertake duties necessary to provide a high standard of care to meet the requirements of Quality Assurance.

## **DUTY STATEMENT**

### **DUTIES**

1. Assist in the implementation of the children's program under supervision.
2. Assist in the implementation of daily care routines.
3. Develop awareness of and assist in maintenance of the health and safety of the children in care.
4. Give each child individual attention and comfort as required.
5. Comply with the services' policies, procedures and licensing requirements.
6. Be responsible for food preparation, cleaning, gardening or general maintenance under the guidance of the supervisor.
7. Other duties as directed.

## **SELECTION CRITERIA**

### **ESSENTIAL**

1. Ability to assist in implementing a developmentally appropriate program and environment.
2. Ability to work successfully as part of a team to provide a high standard of care.
3. Able to interact considerately with children.
4. Well developed communication skills.
5. Demonstrate knowledge of hygienic handling of food and equipment.

### **DESIRABLE**

1. First Aid Certificate or willingness to obtain
2. Food Handler Certificate