

Job Postings

Fill out the form below for each position you wish to post. Postings are reviewed by Council staff and posted within three business days of date submitted. Job openings will only be posted for TWO months unless the Child Care Council is notified otherwise.

Today's Date: *

10/23/2018

Name of Agency/Program: *

Troy School District

City: *

Troy

Position/Job Title: *

Child Care Assistant/Preschool

Job Description: *

Assist in daily operations of the Child Care Program, pursuant to state and District requirements

- Be responsible for the daily security and oversight of site functions
 - Work cooperatively with administrators and staff of other district programs housed in the sites
 - Maintain positive relations with all school personnel
 - Seek self-improvement and learning, including becoming knowledgeable in program operations and concepts as described in the parent handbook
 - Maintain confidentiality for all Center/EDU-STAFF related information
 - Work effectively with all age levels and abilities, including children with disabilities
 - Promote the healthy emotional, social, intellectual, and physical development of each child
 - Interact with students, parents, staff, school administration, and community members in positive, supportive, and cooperative ways
 - Comply with both District and EDUStaff confidentiality policies, procedure and regulations
 - Inform staff, implement, and monitor all District and EDU-STAFF policies, procedures, and regulations
 - Use conflict resolution, strategize to help preschool age students solve conflicts and strengthen social behaviors
 - Engage and play with students
 - Ensure the worksite is safe for students, staff, and visitors. Report any concerns to District and EDUStaff contact
 - Maintain professional development requirements as expected for program operation. Represent the District and EDUStaff in a professional manner by performing all job functions at a satisfactory or above level
 - Interact with co-workers, administration, students, parents, and the community in positive, supportive, and cooperative ways
 - Performs other related duties, including special projects, as required or requested, consistent with reasonable expectations for the contracted position
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Applicants Reply to:

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