

**ANNOUNCEMENT OF VACANCY**

August 1, 2018

**Details:**

**Position:** School Age Child Care Assistant (SACC) (2 positions available)  
**Location:** Ferndale Elementary Schools (Lower and/or Upper)  
**Times:** 2:45/3:00 p.m. – 6:00 p.m.  
**Reports to:** SACC Director  
**Pay Rate:** Pursuant to UAW Collective Bargaining Agreement (\$10.34/hour)  
**Start Date:** August 27, 2018  
**Group:** UAW

**Qualifications:**

- High School Diploma/GED
- Experience working in a child care or school setting
- CPR/First Aid Certified (Or willing to complete ASAP)
- Child Development Credential is strongly recommended
- Technology skills – use of Google, Web based programs such as Day Care Works

**Duties and Responsibilities:**

- Assists School Age Child Care Leader with planning and implementation of program activities.
- Assists School Age Child Care Leader in demonstrating, instructing and actively supervising all students and activities
- Supports and encourages the development of social and emotional skills for all students through positive interactions, being a good role model and respecting the diversity of our student population.
- Good communication skills with families and community
- Positive, upbeat personality who enjoys working with children in a play based environment
- Uses appropriate disciplinary techniques with participants and logs all incidents
- Assists with State of Michigan Licensing compliance
- Assumes responsibility for the safety of the children and reports all injuries and illnesses to the School Age Child Care Leader/Director
- Performs related work as required

Other qualifications are considered in the final selection of a person to fill this position. The search for a highly qualified applicant for this position is not restricted to this district.

**Application Deadline:**

August 6, 2018 at 4:30 p.m. or until filled

**Application Procedure:**

Internal applicants please submit a letter of interest and resume to the Human Resources Office

External applicants apply:

- Go to [www.oakland.k12.mi.us/ohrc](http://www.oakland.k12.mi.us/ohrc)
- Click "View all open Positions in OHRC Districts"
- Click "Broken Down by District"
- Click "Ferndale Public Schools"
- Click on Desired Position
- Click on "Apply" button in the upper right corner and follow prompts

For questions regarding this position please contact the Human Resources office at 248-586-8662.

***An Equal Opportunity Employer***

---

It is the policy of the Ferndale Board of Education not to discriminate on the basis of race, color, religion, national origin, sex, disability, age, height, weight, marital status, genetic information, or any other legally protected characteristic in School District activities, programs, and employment.

---