

*



Floater/Substitute

Full Time or Part Time

Reports to Director and Lead Teachers

Position Summary

Floater/substitutes will perform a variety of duties from daily and educational duties, including supervising, observing, and disciplining children. They will work with all other staff members to ensure the environment remains safe, clean, effective and compliant for the children.

Purpose

To support all other staff members to ensure the social, motor development, academic, and personal development of all children at Doniphan Darlings within a safe learning environment.

Responsibilities

- Follow the Lead of full-time classroom staff to ensure a healthy safe learning environment.
- Active involvement with, and supervision of children required at all times.
- Assist in implementation of appropriate behavior management throughout the daily routine.
- Maintain professionalism and teamwork with all staff.
- Prepare materials, activities and environment ahead of time, as assigned.
- Develop and maintain supportive professional relationships wh children and their families.
- Maintain adult-to-child ratios within licensing standards.
- Maintain confidentiality regarding children and families.
- Maintain the cleanliness of the classroom by cleaning and sanitizing classroom items and other areas of facility, to ensure the health, safety and sanitation guidelines set by the state licensing are followed.
- All staff are mandated to report suspected child abuse and neglect and must notify appropriate staff of any suspected abuse, unsafe conditions, needed repairs, complaints, accidents or injuries immediately.

Knowledge and Skills

- Desire to work with children through positive interaction and activities.
- Must be a dependable and flexible team player.
- Good time management

Education

- 16 years of age or older

Requirements (will need to be fulfilled)

- CPR and First Aid certification
- Background check
- Fingerprints
- Negative TB test
- Center Orientation

All employees, regardless of position, serve as role models for children and adolescents who are served by our agency. Therefore, each employee must at all times be emotionally stable and able to function effectively with children, adolescents and adults who may have mental or behavioral health problems. The staff must be able to demonstrate appropriate daily behavior, appropriate expression of emotions, as well as appropriate role modeling. Hostility, aggression and unnecessary or inappropriate physical actions as well as inappropriate emotional expression are not acceptable.

Physical Demands

- Must be able to facilitate emergency procedures in regards to children in care.
- Often required to stand and sit, stoop, kneel, crouch, bend, squat or crawl.
- Responsible for life-safety of students.

Payment

- \$9.50 an hour