

Lutheran Family Services Position Description

Position Title: Child Care Worker	Effective Date: January 2008
Paygrade: C	
Reports to: Building Families Boutique Program Coordinator	Appointed By: Building Families Boutique Program Coordinator
Region: Children Services	Location: various
FLSA Status (check appropriate box): <input checked="" type="checkbox"/> Non-Exempt <input type="checkbox"/> Exempt	

LFS Mission Statement:
Lutheran Family Services expresses God's love for all people by providing quality human care services that build and strengthen individual, family and community life.

LFS Values:
Respect all people, families and communities. The pursuit of excellence is achieved through the education of staff and the celebration of diversity, collaboration and change. Integrity, accountability and teamwork are values that guide our communication and work in a manner that upholds the Agency's reputation and Christian value base.

Job Purpose:
To provide child care for children less than 5 years of age while parents attend parenting classes and support groups.

Essential Job Duties:

- Provide child care for children less than 5 years of age while parents attend parenting classes and support groups.
- Assist Building Families Program Associate in preparing activities for child care as needed.
- Participate in stimulating activities with the children such as games, reading, and crafts.
- Work cooperatively with volunteers to provide quality service.
- Maintain and clean toys and materials after use.
- Other duties as assigned.

Job Requirements:

- Background and experience in working with young children.
- Patience and ability to relate positively to young children.
- Must have good interpersonal and communication skills.
- Ability to work with children and families from a variety of backgrounds.

Hiring Manager Signature _____ Date _____

Employee Signature _____ Date _____

Director Human Resources _____ Date _____

The above statements are intended to describe the general nature and level of work being performed by individuals assigned to this position. They are not intended to be an exhaustive list of all responsibilities, duties, knowledge, skills, and abilities required of individuals so classified. Reasonable accommodations may be made to enable individuals with disabilities to perform essential job duties and responsibilities.