



### **Job Title: Preschool Recess / After School Care Assistant**

At Ridge Christian Academy, the role of the Preschool Recess / After School Care Assistant is crucial in providing a safe and nurturing environment for young children during their recess and after-school hours. This position involves a range of responsibilities aimed at ensuring the well-being and positive experience of the children in their care. But even more important is the fact that this position facilitates fun for young children! Much of the day is spent on the playground while various preschool and Pre-K classes rotate through with their teachers.

### **Job Duties:**

1. Assist teaching staff in supervising the playground, focusing on the children to create a fun and safe environment.
2. Work with assigned students at After School Care, continuing to focus on the children to develop positive relationships and a child friendly environment.
3. Monitor, observe, and engage with children, work with teaching staff to ensure that the teacher-to-child ratio is maintained at all times.
4. Assist with documentation and record-keeping tasks such as completing "Ouch Reports" when a child is hurt, making contact with parents to describe what happened and how you supported their child.
5. Collaborate with other team members in planning and carrying out games and activities designed to promote healthy bodies, language and vocabulary development.
6. Give scheduled lunch breaks to teachers by stepping into their classrooms to support children during lunch and/or nap time.
7. Build relationships with staff and parents through consistent communication and responsiveness to their needs and requests.
8. Supervise and support an assigned group of children each day at after school care. Set up centers, manage child behaviors with a heart of love, communicate with parents at pick up time.
9. Function as a supportive staff member for the entire team, always ready to encourage or pray, not listening to or engaging in gossip. Uses Matthew 18 principle to resolve conflict.
10. Live and model our Christian values and faith for the benefit of their students, families, and co-workers.

### **Requirements**

- Christian
- Relevant experience in childcare or a related field
- Must be dependable and punctual
- Attend and complete 30-hour Childcare Basics and other Department of Children, Youth & Families (DCYF) training as required.
- Willing to learn and adhere to all WA state DCYF laws pertaining to our licensed facility.
- Must register in MERIT and successfully complete DCYF portable background check
- Must have a TB test and complete First Aid/CPR and other required health & safety courses

Hours are 10am-5:15pm. We offer \$18-\$21/hour depending on experience. Other benefits include professional development opportunities, discounted food and coffee on-site, paid holidays and more.

This is definitely a play-based job. If the sound of giggles brings you joy, if you can have fun and still maintain a safe environment, if you like work hours that begin a little later in the day, this might be the perfect job for you! It may even be so much fun that it doesn't feel like work but honestly, our school doesn't run well unless we have exceptional and reliable recess and after school care staff. We are delighted to train the right candidates!