



JOB DESCRIPTION

JOB TITLE: Transportation Child-Care Worker

REPORTS TO: Child-Care Manager

WAGE/HOUR STATUS: Nonexempt

PAY GRADE:

PRIMARY PURPOSE:

The Transportation Child-Care Worker is responsible for the care and supervision of your children.

All employees of SISD are expected to act with integrity, support organizational goals, communicate in a clear and respectful manner, championing the needs of our students and drive continuous improvement.

QUALIFICATIONS:

Required:

- High School graduate or GED from an accredited institution
- Pass criminal background check and fingerprinting
- Eight hours of pre-service training

Preferred:

SPECIAL KNOWLEDGE/SKILLS:

- Ability to handle the physical needs of children
- Ability to communicate effectively both written and orally.

MAJOR RESPONSIBILITIES AND DUTIES:

1. Know and comply with the minimum standards for child-care centers.
2. Stimulate and encourage the growth of the child physically, socially, emotionally and intellectually.
3. Attend to the personal needs of each child
4. Sanitize toys and equipment.

Spring Independent School District

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5. Conduct structured activities and daily outside time.
6. Interact with the children in a way which conveys respect and nurturing.
7. Directly interact with children by getting down on the floor to interact with them.
8. Support the social and emotional development of the children.
9. Assist in the selection of books, equipment and other materials appropriate for the young child.
10. Implement lesson plans and curriculum programs with day care children
11. Maintain a safe environment based on Minimum Standards from Department of Protective and Regulatory Services.
12. Assist in the cleaning, sanitizing and straightening of the room at the end of the day.
13. Maintain open, friendly and cooperative relationships with each child's parent.
14. Maintain confidentiality.
15. Continue professional development through attending workshops, conferences and other staff development.
16. Demonstrate behavior that is professional, ethical and responsible.
17. Perform other duties and responsibilities as planned by the Child-Care Manager
- 18.

WORKING CONDITIONS:

The usual and customary methods of performing the job's functions require the following physical demands: physical mobility, prolonged sitting, repetitive hand and arm motions, some lifting, carrying, pushing, and/or pulling. This position will also require traveling within the district. Mental demands: Maintain emotional control, ability to effectively communicate in both oral and written in English for safety reasons. Environmental Conditions: Work outside and inside; moderate exposure to extreme temperature (hot and cold) and vehicle fumes.

The foregoing statements describe the general purpose and responsibilities assigned to this job and are not an exhaustive list of all responsibilities and duties that may be assigned or skills that may be required.