



# SAN RAFAEL

THE CITY WITH A MISSION

## **Child Care Instructor I (School Age)**

**Part-time (21 hours per week)**

**\$14.45 - \$16.73 per hour**

**Plus excellent pro-rated benefits**

**Applications are reviewed weekly**

### ***THE POSITION:***

The City of San Rafael, Child Care Division is accepting applications for Child Care Instructor I to work in our School-Age Programs. Under the supervision of the Child Care Director or Head Teacher, you will assist in the planning and implementation of daily activities for the school-age program.

### ***Essential Duties:***

- Assist with all program activities and events.
- Plan and implement curriculum for school age children.
- Lead group activities.

### ***Requirements:***

#### ***Knowledge of:***

- Early Childhood Development
- Child Guidance Methods
- Developmentally-appropriate practices and curriculum.

#### ***Ability to:***

- Accept direction from supervisor
- Establish and maintain effective relationships
- Read, write, and communicate effectively with program participants and fellow staff
- Work as scheduled

#### ***Skills:***

- Curriculum planning for school-age children.
- Utilization of developmental assessment tools.

#### ***Education/Experience:***

- Completion of six (6) units of Early Childhood Education, or Recreation related
- Six (6) months of experience working with school age children

***Physical Requirements:***

While performing the duties of this job, the employee is regularly required to stand, walk, use hands and fingers to handle or feel, bend, reach with hands and arms and talk or hear. The employee is occasionally required to sit, climb or balance, twist, stoop, kneel, crouch, or crawl. The employee must occasionally carry and or lift up to 40 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

***Application and Selection Process:***

Resumes do not substitute for the City application. Candidates should detail related education and experience on the application since this information will be used to determine who will be invited to participate in the next phase of the examination process. The examination process may include any or all of the following: application appraisal, written examination, oral board interview examination and/or performance examination. NOTE: Prior to appointment, candidate must pass a pre-placement physical examination, background check (including fingerprint "livescan" clearance) and submit transcripts to verify educational requirements. Follow this link to submit your application: <https://www.calopps.org/san-rafael/job-18839832>

Reasonable Accommodation: The City of San Rafael will make reasonable accommodations in the process to accommodate disabled applicants. If you have a disability for which you require an accommodation, please contact us at (415) 485-3474 before the exam date.

**Please call 415-485-3386 for more information**