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FOR HEALTHY LIVING
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YMCA OF LANSING JOB POSTING

YMCA Child Development Center Cook

General Function: To support the teaching staff in implementing child development center. The incumbent will assist with carrying out the mission and values by providing high quality child care services to children and parents that focus on the YMCA core values: honesty, respect, responsibility and caring.

Job Requirements:

- Minimum high school diploma
- Preference given to candidate with child development background and/or equivalent experience
- Excellent interpersonal communication skills.
- A commitment to working with children in a developmental setting and a sincere desire to have a meaningful effect on their lives.
- Able to work with individuals from diverse backgrounds.

Position Responsibilities:

- Prepare and serve breakfast, lunch and snack.
- Wash dishes and clean kitchen and laundry.
- Shopping for the food and supplies.
- Keep track of spending with budget guidelines.
- Exhibit a genuine nurturing, caring stance with all children.
- Maintain a cooperative attitude of working together with the teacher, volunteers, parents and program specialists in planning and implementing activities.
- Support teacher in supervising children and partake in children activities.
- Provide guidance for children's behavior.
- Respect all classroom rules and expectations.
- Support teachers and children with special dietary needs..
- Excellent time management skills working in fast paced environment.

Physical Demands

While performing the duties of this job, the employee is often required to: bend, stoop, kneel, twist, reach with hands, sit, stand for an extended period of time, lift and/or move up to 30 pounds, have finger dexterity, grasp, perform repetitive motions, talk, hear and have visual acuity.

Disclaimers:

- Must complete successful background screening and drug test for YMCA and all other off-site screenings for partnering organizations.
- This job description may not be all-inclusive and employee is expected to perform all other duties as assigned by direct management.
- Job descriptions and duties may be modified when deemed appropriate by management.

Salary: flexible, part-time work schedule with a max of 28 hours a week; \$9-10 per hour.

Include: Cover letter, resume, transcripts, and three references.

Contact: Amy Stearns, Director of HR & Risk, careers@ymcaoflansing.org