

Anoka Hennepin Independent School District #11

Job Title: Adventures Plus - Lane 2 Child Care Assistant

Reports to: Site Leader / Site Coordinator

Job Summary

Lane 2 Child Care Assistants support all children with special needs with varying disabilities or diagnoses, according to the child's inclusion plan. Supervise and interact with school-age children and assist in planning appropriate activities. Perform a group leadership role if requested. Perform other duties as assigned.

Key Responsibilities

- Implement site standard accommodations for all students.
 - Implement a child's health plan and/or safety plan which may include use of communication device, use of visuals, adaptive equipment, toileting, feeding and self-care procedures (Example - Diabetes management, catheter cares, feeding tubes and transitioning a student to and from a wheelchair).
 - Implement a child's behavior modification plan with students who may display behaviors such as inappropriate verbal and/or physical behaviors
 - Assuming a leadership role in managing situations involving an escalated child.
 - Adapting activities, as needed, to allow active participation by the child/ren.
 - Follow Adventures Plus and Anoka Hennepin School District policies and procedures.
 - Attend and actively participate in all staff meetings and required professional development.
 - Maintain professional boundaries, a positive attitude and be a positive role model at all times.
 - Contribute to a collaborative and cooperative teamwork environment.
 - Demonstrate great customer service. Provide an environment that welcomes children of all abilities and of all diverse backgrounds and their families. Greet children and families daily.
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Qualifications

Must demonstrate aptitude for working with school-age children. High school diploma/equivalent PLUS 120 hours of training in a child-related area OR 12 college credits in a child-related area OR proof of passing the ParaPro/Paraeducator exam. PLUS 6 months consistent experience working with children OR 1,040 hours of paid experience working with children.

Certificates, Licenses and Registrations: First aid/CPR and CPI certified upon hire within 90 days - provided free of charge by Adventures Plus.

Language Skills: Appropriate oral and written communication skills to work positively with families and children.

Responsible for confidential information regarding children and families.

Skills and Competencies

Mathematical Skills: Basic math skills - counting and tracking students and maintaining ratios.

Reasoning Ability: Anticipate and react appropriately and recognize when to request assistance.

Other Skills and Abilities: Basic technology knowledge to assist students and maintain designated records.

Physical Requirements and Work Environment

- Frequent: Standing, walking, lifting waist to chest; lifting below waist; carrying, stooping, kneeling, crouching, squatting, twisting/pivot, reaching, simple grasp, firm grasp, fine manipulation; feeling, talking, hearing & visual accommodation
- Occasional: Running, sitting, pushing, pulling, climbing, crawling, and exposure to weather when supervising children during outdoor play time.
- Must be able to adapt to the environment of the children.