



**FOR YOUTH DEVELOPMENT®  
FOR HEALTHY LIVING  
FOR SOCIAL RESPONSIBILITY**

# **MARSHFIELD AREA YMCA, INC.**

## **Job Description**

Job Title: **Child Watch Attendant**

Class: **Part Time; Hourly**

Job Location: **YMCA-Marshfield Center, 410 W McMillan St, Marshfield, WI**

Reports to: **Youth & Family Department**

Hourly Wage: **\$9.50**

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### **BENEFITS OF WORKING WITH THE YMCA:**

- Free YMCA facility membership (a value of over \$1,000)
- Professional Development through Y-USA's learning & development programs
- YMCA Child Care discounts (based on availability in Child Care Program)
- YMCA Program discounts
- 403b Retirement

### **POSITION SUMMARY:**

This position supports the work of the Y, a leading nonprofit, charitable organization committed to strengthening community through youth development, healthy living and social responsibility. Under the direction of the Youth & Family Child Care Program Director, the Child Watch Attendant nurtures the potential in our youngest members (6 weeks to about 5 years old) by fostering a safe, fun, and caring environment to learn and grow with the Y. Deliver peace of mind to the parents as you build relationships and trust that their children will thrive in our care.

### **QUALIFICATIONS:**

- Must be at least 18 years of age.
- Excellent interpersonal and problem-solving skills.
- Ability to relate effectively to diverse groups of people from all social and economic segments of the community.
- Child Abuse Prevention and Blood Borne Pathogens training upon start of employment.
- Previous experience working with children.
- Availability from 8am-11am Monday through Friday.

### **ESSENTIAL FUNCTIONS:**

- Engage with children with age-appropriate activities and play. Provide opportunities for children to learn and explore through toys, books and games.
- Welcome and greet parents and children, learn their names, and build relationships.
- Monitor room for safe surroundings and establish safe play expectations with all.
- Redirect or correct inappropriate behaviors and provide age appropriate consequences.
- Assist parents/caregivers with the safe check-in and out procedures.
- Ensure children are all safely accounted for during their visit to Child Watch.
- Keep kids clean and comfortable, including bottle feeding infants and changing diapers.
- Provide escorts to children from room to classes as approved and pre-arranged.



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- Maintain a clean work environment. Safe from hazards to staff and children. Follow opening or closing procedures for the room to prepare for shift.
- In the event of an emergency you will act according to facility protocol to ensure safety of all staff and children. (responding, reporting, and preventing.)
- Maintain a professional appearance and be prepared to make all parents, families, and children feel welcome and appreciated.
- Ensure that an accurate sign in/out log and file log sheets will be completed at the end of each shift.
- Build relationships with members; helps members connect with one another and the Y.

### **WORK ENVIRONMENT & PHYSICAL DEMANDS:**

- Sufficient strength, agility and mobility to perform essential functions of position.
- The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

All offers for employment with the Marshfield Area YMCA, Inc. are contingent upon the candidate having successfully completed a criminal background check. We will consider people with criminal histories in a manner consistent with the requirements of applicable local, state, and Federal laws.

The Marshfield Area YMCA, Inc. is an Equal Opportunity Employer committed to valuing diversity and practicing inclusion.

We provide our employees with a robust employee benefits plan that focuses on the mental and physical wellness of our team. We strive to offer a flexible work environment that allows our team members to be productive in both their work and home lives.

We will ensure that individuals with disabilities are provided reasonable accommodation to participate in the job application or interview process, to perform essential job functions, and to receive other benefits and privileges of employment.