



Kids Korner/Babysitter - Part-time Employee

SUPERVISOR: Membership Director/ Assistant Director

DEPARTMENT: Membership

Summary

Supervise and ensure the safety of each child enrolled in babysitting. Assist with snack time, play time and positive discipline. Maintain nursery and equipment to ensure the satisfaction of our members by maintaining a safely run program.

Responsibilities include:

- Welcome all children and parents to babysitting.
- Provide general care for children including feeding, assisting with restroom usage, and providing discipline when necessary.
- Maintain a safe, clean, interactive environment where children can play, grow, and explore.
- Interact with all children at various levels of understanding through games, activities, and general play.
- Maintain and foster relationships with parents.
- Maintain parental instructions for each child when appropriate.
- Fill out and organize all necessary forms and documentation.
- Assist in promoting agency programs and services.
- Create a comfortable, positive, and welcoming environment.
- Follow and enforce all JCC policies.
- Comply with safety and emergency policies.
- Attend all meetings as requested by supervisor.
- Arrive promptly at scheduled work time.
- Perform miscellaneous job-related duties as assigned.

Qualifications:

- High school diploma or GED preferred.
- Must have/maintain current CPR/First Aid certification.
- Prior child care experience.
- Good customer service skills.
- Strong written and verbal communications skills.
- A professional appearance and pleasing personality.
- Must be able to perform the physical effort required to carry out daily duties, lifting children up to 30 pounds, bending, squatting, sitting on the floor, and reaching.

Benefits:

- Complimentary individual adult membership with program privileges

To Apply: To apply for this position, ask for an application at the Member Services Desk in the lobby of the Memphis Jewish Community Center. Please complete and return the form to the Member Services Desk.