



STUDENT JOB DESCRIPTION

JOB TITLE: Little Thunder Hawk Care Non-Bargaining Child Care Aide

WORK AREA: Infant Classroom and other LTH classrooms as needed

HOURS: 20 per week

TYPICAL WORK HOURS Daytime Evening Weekends
(Check all that apply)

JOB RESPONSIBILITIES/DUTIES: Under direct supervision, this position is responsible for assisting Thunder Hawk Care Lead Teachers and Assistant Teachers to provide instructional and supervisory support to students enrolled in the Early Childhood and School Age Child Care Programs. This position also assists with prep work for activities, participates in activities and develops positive relationships with children, staff, and parents within the program.

QUALIFICATIONS: team work skills, keep confidentiality, good communication, demonstrate respect and dignity to the children, model appropriate behavior, neat appearance, positive attitude, proper grammar, basic use of email, Word, internet, reliable attendance, welcoming attitude toward students, parents, co-workers, ability to lift up to 50 lbs

Will this position require any driving of Minnesota West owned vehicles or a personal vehicle?
 Yes No

If you checked yes, please be aware that additional paperwork is required before the student is asked to drive.

ALL WORK STUDY EMPLOYEES WILL RECEIVE A PERFORMANCE REVIEW UPON COMPLETING 40 WORK HOURS.

WAGE RATE: \$15.00 per hour

NUMBER OF STUDENTS NEEDED:

 1 Academic Year 1 Summer (June-August)

TO INTERVIEW FOR THIS POSITION, CONTACT:

Supervisor: Marlen Cervantes, Minnesota West & Trish Lien, Little Thunder Hawk Care

Location: 412 S. 13th Street, Montevideo, MN 56265

Phone: 507-825-6854 & 320-269-6538, ext. 3101

Email Address: marlen.cervantes@mnwest.edu & tlien@montevideoschools.org

Off Campus Positions:

Department:

Little Thunder Hawk Care

Mailing Address:

412 S. 13th Street

Montevideo, MN 56265

Start Date:

2-21-18