



We have part time openings at the Jewish Community Center for **Babysitters** to join our Kidzone staff at our Creve Coeur location. Shifts are typically from 8:00am to 12noon (weekdays), 8:00-12:30pm (weekends), 4:00pm to 8:00pm (weekdays) and occasional Saturday evenings.

Immediate openings for our Creve Coeur location:

- Part time positions available for all shifts.

Responsibilities include:

- Welcome all children and parents to KidZone babysitting.
- Provide general care for KidZone children including feeding, changing diapers, assisting with restroom usage, and providing discipline when necessary.
- Maintain a safe, clean, interactive environment where children can play, grow, and explore.
- Assist in implementation of specialized child care programming for various age levels.
- Interact with all children at various levels of understanding through games, activities, and general play.
- Answer telephone and accept reservations from parents in a courteous manner.
- 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 American Red Cross CPR/First Aid certification.
- Prior child care experience is required.
- Good customer service skills.
- Strong written and verbal communications skills are required.
- 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.

For more information about the JCC please see our website, www.jccstl.org .

To apply for this position please submit your resume, cover letter, desired shifts/days, and completed J application to careers@jccstl.org . Please indicate the position title, "Kidzone Babysitter-Creve Coeur", in the

subject line of your email. The J application is available on the Employment section of our website for printing. Note that this is not an online form.

The JCC is an Equal Opportunity Employer and participates in the Department of Homeland Security's eVerify Program.