

JOB OPENING ANNOUNCEMENT

Job Title: Child Care Provider

Reports To: Lead Child Care Provider

Department: YAN Child Care Center

Job Vacancy: YAN-23-077

Status: Full-Time

Starting Wage: \$16.00 per hour

Opening Date: 9/11/2023

Closing Date: 9/15/2023

POSITION DESCRIPTION:

The Child Care Provider provides direct assistance to the Lead Child Care Provider in the delivery of center programs and activities. The Child Care Provider will work either with one child or a group of children to create a safe, comfortable and creative environment.

QUALIFICATIONS:

- High School Diploma or GED preferred.
- Ability to read and write in the English Language: Bi-lingual in the Yavapai-Apache Language preferred.
- Must possess or obtain the following:
 - Pediatric CPR Certification
 - First Aid Certification
 - Food Handlers Certification
- Must have a valid Arizona Driver's License and be insurable with the Nation's auto insurance policy and sustain insurability throughout the duration of employment.

DUTIES AND RESPONSIBILITIES:

- Assist in delivery of lesson plans and activities consistent with early education childhood educational models.
- Assist in the diaper changing of infants and toddlers. May change diapers of older children who may have special needs.
- Maintains a safe, positive and healthy center environment.
- Participates in child care center events.
- Maintains professional education and interaction at meetings/conferences to keep abreast of changes in requirements which affect the Nation and current trends in the field.
- Assist in preparing and serving snacks/meals to children.
- May perform light housekeeping and janitorial duties.
- Assist in record keeping of children.
- Reports concerns of children to Lead Child Care Provider.
- Other duties as assigned.

**How to apply: Please submit your resume and application to:
Yavapai-Apache Nation / Human Resources
2400 W. Datsi / Camp Verde, AZ 86322
P: 928-567-1062 / Fax: 928-567-1064
www.yavapai-apache.org**

INDIAN PREFERENCE:

Preference will be given to qualified applicants who are members of federally recognized Indian tribes. To be considered for Indian Preference, you must submit your Certificate of Indian Blood (CIB) with your application.

**WILL BE REQUIRED TO PASS A PRE-EMPLOYMENT DRUG SCREEN AND
COMPLETE A BACKGROUND CHECK WHICH WILL INCLUDE
FINGERPRINTING**

