

Department:	Child Development Center
Position Title:	Student Worker
Reports to:	Heather Lyons

Minimum Qualifications:

- Energetic
- Punctual
- A desire to work with children

Duties and Responsibilities:

- Assist, as needed, teachers in classrooms
- Clean rooms and bathrooms (organize toys in appropriate bins, sweep, mop, vacuum, etc.)
- Interact and engage students in developmentally appropriate activities (read, play, pretend, talk, sing with children, etc.)
- Prepare activities for next day (cut out, organize, gather supplies needed in order to be prepared for next day activities)
- Putting away supplies

Environmental and Working Conditions:

Normal environment found in an office and/or educational setting. Some exposure to outdoors and varying weather conditions may be required.

Physical Demands and Aptitudes:

Some lifting and or carrying objects weighing 30 lbs + may be required. This position requires repetitive usage of arms, legs, eyes to include sitting to a significant degree. Hours will be pre assigned and will be between Monday-Friday.

Employee Signature: _____ **Date:** _____

This job description is not intended to be and should not be construed as an "all inclusive" list of all the responsibilities, skills or working conditions associated with the position. While it is intended to accurately reflect the position activities and requirements, Brenau University reserves the right to modify, add, or remove duties and assign duties as necessary. By signing this job description, I am agreeing that I am willing and capable of performing the above outlined duties.