



Childcare Specialist Job Description

Overview: Aggieland Pregnancy Outreach is a Christian ministry with a heart for children born from unplanned pregnancies. It is our desire to see children raised in loving, nurturing homes—never to suffer the harm of abuse or neglect. The Childcare Specialist plays a crucial role in APO's mission to provide support, education, and resources to individuals facing pregnancy-related challenges.

The Childcare Specialist will provide attentive and nurturing care to children in a safe and stimulating environment. This role involves supporting the physical, emotional, social, and cognitive development of infants and toddlers, ensuring their well-being while fostering a positive and inclusive atmosphere. This center will provide high-quality, licensed childcare for children ages **6 weeks to 36 months**, serving the children of the maternity home residents and employees. The Childcare Specialist reports to the Childcare Center Director and collaborates with other team members to ensure the organization's goals are met.

Key Responsibilities:

- **Supervision and Safety:**
 - Monitor and ensure the safety of children during all activities, maintaining a secure and clean environment.
 - Adhere to all organizational policies and procedures, as well as state and federal regulations regarding childcare.
- **Daily Care:**
 - Assist with feeding, diapering, and toileting routines, promoting good hygiene practices.
 - Establish and follow schedules that include activities such as meals, naps, and playtime to provide a balanced routine for children.
- **Developmental Support:**
 - Plan and implement age-appropriate educational and recreational activities that encourage exploration and learning.
 - Foster social interactions among children to develop their interpersonal skills.
 - Observe and document children's progress, behaviors, and developmental milestones, communicating any concerns to parents or guardians.
- **Communication:**
 - Maintain open and effective communication with parents or guardians regarding their child's daily activities, progress, and any issues that may arise.
 - Collaborate with colleagues and supervisors to ensure consistent and quality care.

- **Professional Development:**

- Participate in ongoing training and professional development opportunities to stay current with best practices in early childhood education and care.

Qualifications & Skills:

- High school diploma or equivalent; additional coursework in early childhood education or child development preferred.
- Minimum of 6 months experience working with infants and toddlers in a childcare setting.
- Certification in First Aid and CPR, or willingness to obtain upon hire.
- Strong understanding of child development principles and age-appropriate activities.
- Excellent communication and interpersonal skills.
- Ability to work collaboratively as part of a team.
- Patience, flexibility, and a nurturing demeanor.
- Physical ability to lift children and engage in active play.

Preferred Qualifications:

- Associate's degree in Early Childhood Education, Child Development, or a related field.
- Knowledge of and experience with inclusive practices and cultural competency.
- Experience working with trauma-informed care practices.
- Familiarity with nonprofit or faith-based organizations.
- Experience supporting young mothers and understanding the challenges they face.

Working Conditions:

- The position requires frequent interaction with children at their level, including bending, kneeling, and sitting on the floor.
- Must be able to lift up to 40 pounds.
- Exposure to childhood illnesses is possible.

Position Summary:

This is a full-time position.