



Teacher Assistant/Van Driver Job Description

Summary:

A Teacher Assistant/Van Driver supports the agency in creating a caring and safe environment for children and operating a van to transport children. This role is vital in implementing a quality educational program and in developing positive relationships with children and parents. Must be sensitive and responsive to the cultural differences of others

Duties:

- Assist in implementing activities and encourage child participation
- Actively engage in activities, and maintain cleanliness, and availability of classroom supplies
- Develop frequent communication with parents
- Help ensure smooth daily transition from home to childcare center
- Assume responsibility of children when assigned
- Assist with transportation of children
- Drives van, transporting children to and from the childcare center
- Other duties as assigned

Requirements:

- Minimum one-year experience operating a motor vehicle
- Demonstrated experience working with children
- Willing and capable of benefitting from training and supervision
- Must clear Pre-Employment Background Checks (FBI/Central Registry)
- CPR/First Aid Certified (FRIENDS will offer this training)
- High School Diploma or GED
- Able to communicate effectively with children, parents, emergency and/or other resource and support personnel.

Salary: \$12.00-\$12.50 per hour