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**HOMES FOR FAMILIES – CHILD CARE PROVIDER**

**Position Assignment**

**Title:** Child Care Provider

**Organizational Unit:** Homes for Families – Marshall Ranch Campus

**Recruited by:** Director of Homes for Families

**Approved by:** Vice President of Campus Ministries

**Working Relationships**

**Reports to:** Director of Homes for Families

**Staff Team:** Vice President of Campus Ministries, Director of Homes for Families, Resident Coordinators, and all STCH Ministries staff to enhance the total program

**Basic Functions**

This position ministers to the children who are in need of stability, care, and training while providing child care services for the Homes for Families program of South Texas Children's Home Ministries (STCH Ministries).

**Basic Responsibilities**

1. To minister to the children's spiritual, emotional and physical needs through education and training by providing age appropriate learning activities in line with Christian themes and biblical standards.
2. To organize a monthly schedule of activities for children during the hours when Moms are involved in various classes and learning activities.
3. To track supplies and communicate needs to campus admin.
4. To maintain written records as needed and requested by Director of Homes for Families.
5. To prioritize safety of children at all times while in care.
6. To interact with mothers, children, and groups in a manner consistent with Christian values.
7. To provide biblically sound training classes for moms and children to attend together.
8. To supervise and train Child Care Assistant.
9. To attend campus family trips to assist as needed.
10. To provide transportation to and from Camps, VBS and extracurricular activities that are off campus.

**Position Description**  
**South Texas Children’s Home Ministries**

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11. To perform all other duties as assigned.

I, the employee, have read, understand, and agree with the position description for Homes for Families – Child Care Provider.

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Employee Signature

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Date

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Employee Supervisor Signature

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Date