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# Example of Child Care Provider Job Description

Our growing company is looking for a child care provider. We appreciate you taking the time to review the list of qualifications and to apply for the position. If you don’t fill all of the qualifications, you may still be considered depending on your level of experience.

## Responsibilities for child care provider

* Bachelor’s degree that contains at least twelve (12) college credit hours of Child Development Coursework (may substitute an Associates with twelve (12) college level credits in Child Development course work AND four (4) years of experience)
* Part time hours may be prorated
* Successfully pass required background checks per Bureau of Child Care Licensing, TB test and basic physical (per NAC Accreditation requirements)
* Must be motivated and self-guided
* Ability to lead, train, and communicate effectively with team
* Ability to collaborate, use discretion to problem solve, and develop and maintain effective working relationships (internally and externally)

## Qualifications for child care provider

* Must have experience with Microsoft office-word, Excel, Power Point Presenter and Publisher
* Must have strong management and organizational skills
* Two (2) or more years classroom teaching experience in an Early Education program
* Experience as an “Acting Director” as defined by licensing
* Experience with Preschool First or Teaching Strategies Gold
* Experience with the Child & Adult Care Food Program (CACFP)