



Example of Child & Youth Program Assistant Job Description

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Our growing company is looking for a child & youth program assistant. 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 & youth program assistant

- Records and reports all accidents and incidents involving children to the Child Youth Program Assistant Lead
- Observes program participants for signs that may indicate illness, abuse/neglect and reports as directed
- Organizes activities, distributes work and instructs team members in specific tasks and job techniques
- Ensures children and youth depart with authorized person according to written parental instruction
- Assists in planning and conducting activities based on observed needs of individual children/youth
- Observes and reports any suspected incidences of child abuse and neglect to the proper authorities
- Plans, coordinates, and conducts activities based on observed needs of individual children/youth
- Demonstrates, instructs, leads and facilitates planned and spontaneous program activities
- Observes participants for signs of illness, abuse or neglect, reporting each as necessary
- Ensures children depart with authorized person according to written parental instructions

- Monterey, CA
- Other (3434, PCS Orders)
- Fort Bliss, TX
- Other (PCS orders if claiming Military Spouse preference, DA3434 if claiming Current of Former NAF Employee priority consideration)
- Other (DA 3434 for current or former NAF employees, DA 3433, PCS orders for military spouse preference, Transition Assistance Card for ISMP)
- Other (HIGH SCHOOL DIPLOMA OR GED EQUIVALENT, PCS ORDERS AND MARRIAGE CERTIFICATE FOR MILITARY SPOUSE PREFERENCE, DA FORM 3434)