



CHILD CARE ASSISTANT

SKILLS AND ABILITIES

- Use effective communication (listening, reading, writing) skills for the early care and education environment
- Understand and use a variety of tools used to record and communicate critical child information
- Understand inclusionary practices based on national standards and best practices in early childhood education and school age programs
- Understand the responsibilities of identifying and reporting incidents of child abuse and neglect

SETTINGS

- Child care centers
- School age only child care centers

MINIMUM AGE REQUIREMENT

18 years of age or older

MINIMUM REQUIRED EDUCATION

- High school diploma or certificate of high school equivalence, or have successfully completed courses for credit from an accredited college or university
- Nine clock hours of approved pre-service training in communicating with staff, parents, and the public, or have completed at least one academic, for-credit course from an accredited college or university
- One of the following:
 - 800 hours of recent paid or documented volunteer experience supervising groups of school-age children in educational, recreational, social, or guidance contexts
 - 600 hours of approved experience and 15 clock hours of approved college coursework from an accredited institution
 - 400 hours of approved experience and 3 semester hours or 45 clock hours of approved college coursework from an accredited institution
- Note: One full year of undergraduate education at an accredited college or university may be substituted for up to 400 hours of approved experience.