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## Student Employment Position Announcement



### Children's Center Child Care Assistant II (Hiring 6 Positions) Work-Study

**Job Description:** Assist classroom teachers in classrooms and in outdoor environment; prepare materials for classroom use; prepare rest cots for naptime; help with laundry and other cleaning tasks; assist in kitchen for afternoon snack and clean up.

Help with administrative duties as requested by Director such as filing, answering phones, copying, etc.

**Job Requirements:** Flexible and adaptable; enjoy being with children ages 18 months-5 years old; willing to accept direction from multiple people. You must be eligible for student employment (enrolled in a minimum of six (6) credit hours for the Fall 2014 semester) and be awarded work-study through Red Rocks Community College to apply.

#### **Job Payment Information:**

**Wage:** \$8.75 an hour

**Paid:** Bi-weekly (Fridays)

#### **How to Apply:**

1. Go to Financial Aid and receive your work-study referral form.
2. Please bring your work-study referral form to the Director of the Children's Center, Sue Barnett to schedule an interview.

*Red Rocks Community College is committed to diversity in its people and programs. The College is an equal opportunity educational institution and does not discriminate on the basis of disability, race, creed, color, sex/gender, sexual orientation gender identity, religion, age, national/ ethnic origin, pregnancy status, veteran's status, genetic information, physical or mental disability, or any other category protected by applicable law, in its employment practices or educational programs and activities.*

*RRCC has designated the Executive Director of Human Resources as its Affirmative Action Officer/Equal Opportunity Administrator/Title IX Administrator with the responsibility to coordinate its civil rights compliance activities and grievance procedures. For information, contact Bill Dial, Executive Director of Human Resources, Title IX Coordinator, Title VII/Equal Opportunity Coordinator, ADA/Sec 504 Coordinator, 13300 West Sixth Avenue, Lakewood, CO 80228. 303-914-6298.*

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*Please contact Peggy Solomon at 303.914.6300 with any questions regarding student employment.*