



## JOB ANNOUNCEMENT

### Aide

#### Required Education and Experience:

- Must be at least 18 years of age and a high school graduate
- Fingerprint, Child Abuse Index, TB and Health Clearances
- First Aid and Pediatric CPR

#### Required Knowledge and Abilities:

- Ability to establish and maintain effective working relationships with children, parents and staff.
- Ability to communicate effectively in both verbal and written communications. Bilingual (English/Spanish) abilities are a plus.
- Ability to be flexible

#### Responsible for:

- Providing primary care and safety for children under the direct supervision of a teacher.
- Implementing appropriate activities for children each day
- Participating in the observation and evaluation of each child's progress and complete developmental assessments, as required
- Assisting with the cooking and cleaning, when needed
- Maintaining the cleanliness and orderliness of the classroom and common areas
- Working cooperatively with staff members, CDCLA administration and parents
- Actively participating in all trainings and staff meetings
- Other responsibilities as assigned

#### Compensation:

Commensurate with education and experience. Full-time, permanent, non-exempt position. Benefit package includes paid holidays, vacation and sick days.

#### Selection Process:

Please visit our website <http://www.cdcla.org> or contact Human Resources at 213-353-1600 x12 for an application. Required documents include CDCLA application, resume, and copy of transcripts.

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<http://www.cdcla.org>

*Making a difference in  
the lives of children and  
their families*