Position Description

Department: Associated Students Children’s Center

Job Title: Student Assistant II

Position Overview: Provide quality childcare for children of CSUN students and staff.

Duties: Under general direction of supervising teacher, assists preschool children or toddlers in individual and group activities. Maintains environment. Substitutes for supervising teacher or teacher in an emergency.

Qualifications: Must have 12 units in Child Development/Early Childhood Education as required by Department of Social Service plus paid or volunteer experience with children age 5 years and younger. Must enjoy children, be patient and be flexible. Some education and/or 1 year Kitchen or Front Desk experience needed.

Location: AS Children’s Center

Hours: up to 20 hours per week

Classification: II

Salary Range: $15.50-17.00/hour

Desired Major(s): any

Desired Class Level(s): any

Note: A background check (including a criminal records check) must be completed satisfactorily before any candidate can be offered a position with the AS. Failure to satisfactorily complete the background check may affect the application status of applicants or continued employment of current AS employees who apply for the position.