**A close up of a logo

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**Job Title:** Student Classroom Aide

**Department:** Child Development Center (CDC)

**Hourly Rate:** $12/hour  
**Work Hours:** Up to 20 hours per week (flexible, typically during CDC operating hours)

**Position Summary:**

The Student Classroom Aide will provide essential support to the teachers and staff at Alabama A&M University's Child Development Center (CDC), a high-quality day-care and pre-kindergarten program. This role involves assisting with daily classroom activities, ensuring a safe and nurturing environment for children, and contributing to the overall smooth operation of the center. This is a valuable opportunity for students interested in early childhood education, child development, or related fields to gain practical experience.

**Purpose and Learning Outcomes:**

* Gain hands-on experience in an early childhood education setting.
* Develop practical skills in classroom management, activity supervision, and child interaction.
* Understand the principles of child development and effective teaching strategies for young children.
* Enhance communication and teamwork abilities by collaborating with teachers, parents, and CDC staff.
* Strengthen observation skills related to child behavior and learning.
* Learn about health and safety protocols in a childcare environment.

**Key Responsibilities:**

* Assist lead teachers with daily classroom activities, including educational games, art projects, story time, and free play.
* Supervise children during indoor and outdoor play, meal times, and nap times, ensuring their safety and well-being.
* Help maintain a clean, organized, and engaging classroom environment by assisting with tidying up, sanitizing toys, and preparing materials.
* Support children with personal care routines, such as handwashing, toileting, and feeding, as needed.
* Observe and report any concerns regarding children's behavior, development, or health to the lead teacher.
* Assist with meal and snack distribution, ensuring proper portion sizes and dietary restrictions are observed.
* Engage positively with children, fostering a supportive and encouraging atmosphere.
* Support record-keeping tasks, such as attendance or activity logs, as directed by the teacher.
* Adhere to all CDC policies, procedures, and regulations.

**Qualifications:**

Preferred knowledge, skills, and personal qualifications:

* Majoring in Pre-Elementary Education, Psychology, Social Work, or a related field.
* Previous experience working with young children (e.g., babysitting, volunteer work, summer camps, church nurseries).
* Understanding of basic child development milestones.
* Patience, empathy, and a genuine love for working with children.
* Ability to follow instructions and work effectively in a structured environment.

Required Qualifications:

* Must be a currently enrolled undergraduate or graduate student at Alabama A&M University.
* Minimum cumulative GPA of 2.5 and in good academic standing.
* Ability to pass a background check, if required by the CDC.
* Excellent interpersonal and communication skills, particularly with young children and their families.
* Reliability, punctuality, and a strong sense of responsibility.
* Ability to perform light lifting and physical tasks associated with childcare (e.g., bending, kneeling, sitting on the floor).
* Willingness to learn and adapt to the needs of the children and the center.

**Experience Gained in this Role:**

By the end of the employment period, the student will have developed skills in:

* Communication: The student will be able to interact clearly and patiently with children and adults.
* Teamwork: The student will be able to work effectively with educators and support staff.