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 master teacher, assists preschool children or toddlers in individual and group activities. Maintains environment. Substitutes for master 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:** $12.50-$16.00/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.

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