Geneva United Methodist Daycare Preschool
89 South Broadway Geneva, OH 44041

Geneva United Methodist Daycare/Preschool is looking for two caring individuals to become part of our daycare family.

Duties and Responsibilities - include but not limited to:

- The supervision of children
- Bathroom and lunch help.
- Light cleaning
- Continuous education classes
- Follow the early childhood program in accordance with Geneva United Methodist Daycare-Preschool regulations and Ohio State Daycare Licensing Provisions.
- Maintain accurate records on children enrollment in the program including their development, attendance, immunizations and general health.
- Work closely with parents to promote an understanding of growth and development of their child.

Knowledge, Skills, and Abilities:

- Policies, procedures and functions of the Geneva United Methodist Daycare-Preschool
- Laws, rules, regulations and ordinance governing daycare facilities.
- Ohio State licensing standard for Child Care Centers.
- Leadership and educational techniques and methodology, including evaluation, planning, organizing and conducting activities for children.
- Provide a safe, nurturing educational program
- Communicate effectively both verbally and in writing.
- Handle confidential and sensitive issues.

Minimum Qualifications:

- High School Diploma
- Employee must be able to lift 40 pounds
- Must be able to successfully pass a criminal history background check.
- If you are interested in a full time position or you know someone who might be, please stop in or give Karyn or Christine a call at (440)-466-5410. These openings won’t last long. We can’t wait to meet you.