

## CHILD CARE STAFF QUALIFICATIONS & WAGES

TITLE	QUALIFICATIONS	BASE RATE
ASSISTANT CAREGIVER	<ul style="list-style-type: none"> <li>◆ Experience with children is preferred.</li> <li>◆ Is enrolled in Introduction to Child Care (ICC) or is enrolled in an approved credit-based replacement course (see Training Courses Guide).</li> <li>◆ Is enrolled in CPR/AED Training and Pediatric First Aid Training.</li> <li>◆ Is enrolled in the Infant Toddler and/or School-Age course as applicable.</li> </ul>	\$9.75
CAREGIVER	<ul style="list-style-type: none"> <li>◆ Meets all requirements listed above for ASSISTANT CAREGIVER.</li> <li>◆ Has completed ICC and Infant Toddler or School-Age Course as applicable.</li> <li>◆ CPR/AED Training is current.</li> <li>◆ Pediatric First Aid Training is current.</li> <li>◆ Has worked in ratio for a minimum of eight (8) weeks.</li> <li>◆ Has Lead Teacher recommendation.</li> </ul>	\$10.25
PRIMARY CAREGIVER	<ul style="list-style-type: none"> <li>◆ Meets all requirements listed above for CAREGIVER.</li> <li>◆ Has completed 6 credits in approved early childhood education or 3 early childhood credits and 48 total credits from an institution of higher education (See Training Courses Guide).</li> <li>◆ Has a minimum of 320 hours working with children.</li> <li>◆ Has demonstrated leadership, initiative and the ability to provide on-the-job training for other staff.</li> <li>◆ Has demonstrated proficiency in working with children, families, other staff and classroom management.</li> <li>◆ Has Lead Teacher and Program Coordinator recommendation.</li> <li>◆ Has completed all NAEYC required Inservices.</li> </ul>	\$11.25
LEAD CAREGIVER	<ul style="list-style-type: none"> <li>◆ Must meet Primary Caregiver requirements to qualify.</li> <li>◆ Has Program Coordinator recommendation</li> <li>◆ Position only offered when specific conditions and requirements are met; see next page for further detail.</li> <li>◆ 20 hours/week minimum (includes 2-4 hours plan time)</li> </ul>	\$12.25

**All classes taken to fulfill these employment requirements must be passed with a grade of “C-” or higher.** To remain employed, the state-required ICC course, the Infant Toddler and/or School Age training courses must be completed within 6 months of hire.

Lead Caregiver:

- ◆ Used as 3<sup>rd</sup> position in infant suite or with Director approval to provide leadership when an open Lead Teacher position exists in any classroom.
- ◆ Must be a vacant position with plan to recruit or if a leave of absence will be greater than six weeks.
- ◆ Appointment will be for minimum of one full semester and placement reviewed each semester by Director.

Merit Raises

Merit raises are generally given annually in September and are dependent upon budget. Staff who have worked two of the last three semesters (Summer, Spring, and Fall – minimum 8 weeks each) are eligible for merit raises. September merit raises are effective the *first full bi-weekly payroll* of the Fall semester. Those staff who begin during late Spring or Summer, and are not yet eligible for a merit raise in September, will be eligible for a smaller prorated merit at the first full bi-weekly of the Spring semester. This will put them back on schedule for annual raises in September.