

# Camano Lutheran Church

850 N Heichel Rd  
Camano Island, WA 98282  
Phone: 360.629.4592  
Email: [camanoclc@wavecable.com](mailto:camanoclc@wavecable.com)

**Please Note:** The church office of Camano Lutheran Church is adhering to state and CDC guidelines pertaining to COVID-19. The Childcare has been closed since March 2020. We are gearing up to reestablish and reopen our Childcare program in the coming months. (July 2021)

## Camano Lutheran Church Childcare OPENING(S)

WHAT WE'RE ABOUT: Located on the grounds of Camano Lutheran Church, 850 Heichel Road, Camano Island, WA 98282, Camano Lutheran Childcare is a Christian based childcare facility that seeks to nurture every child in a safe, loving environment where they can learn about the love of God through Christ while building positive, respectful relationships and fostering independence that prepares them for school and life.

CLC Childcare operates 5 days a week, 6:30 am to 6:30 pm and has been in operation since 1985. We are an approved DSHS provider. Average registration is 80 children, ages 2 years thru 11 years old.

If you are young at heart with a strong work ethic and even stronger desire to make a difference in the life of children; if you can quickly adapt to changing situations and have the ability to motivate those around you with an upbeat, outgoing personality; if you have an eye for attention to detail and making sure rules & procedures are followed, then you will want to submit a detailed resume by **May 21, 2021**.

Additional information regarding educational QUALIFICATIONS FOR ANY POSITION THAT YOU ARE APPLYING FOR, GO TO THE FOLLOWING WEBSITES:

<https://www.dcyf.wa.gov/services/earlylearning-profdev/early-learning-provider>

<https://apps.leg.wa.gov/WAC/default.aspx?cite=110-300-0100>

QUALIFIED candidates are invited to email resumes or questions to:

[camanochildclasses@gmail.com](mailto:camanochildclasses@gmail.com) or [camanoclc@wavecable.com](mailto:camanoclc@wavecable.com)

### **CHILDCARE DIRECTOR -- MINIMUM JOB DESCRIPTION/Requirements**

8:30 am - 5 pm Monday-Friday; overseeing the daily operations of the center; providing leadership and logistical support for the facility and staff.

Responsible for managing the overall program including staff scheduling, program planning, program implementation and evaluation; student assessments, family relations, marketing, enrollments and academic operations.

Develops and manages the budget related to the childcare program. Monitors revenue and expenses.

Hires, trains, supervises and evaluates child care site staff (approximately 9-11 employees).

Conducts staff meetings and organizes trainings. Maintains required staff/child ratios.

Work in conjunction with cook to ensure proper food preparation and that weekly menus are in compliance with USDA food program and DSHS requirements.

Ensures confidential and evaluative information with parents/guardians including newsletters, individual parent communication and parent/teacher conferences.

Responsible for ensuring developmentally appropriate classrooms & atmosphere including appearance, décor and cleanliness by regularly inspecting indoor and outdoor environment for health and safety concerns and taking appropriate action.



# Camano Lutheran Church

850 N Heichel Rd  
Camano Island, WA 98282  
Phone: 360.629.4592  
Email: [camanoclc@wavecable.com](mailto:camanoclc@wavecable.com)



Comply with state mandates for record keeping, policies and procedures, as identified in: Chapter 110-300A WAC Last Update: 6/29/18 MINIMUM LICENSING REQUIREMENTS FOR CHILD CARE CENTERS (Formerly: Chapter 170-295), as well as DSHS record keeping, policies and procedures.

Including but not limited to those related to:  
medical and disciplinary situations  
child abuse prevention  
emergency procedures & fire evacuation records  
records pertaining to attendance & immunization  
registration information.

## MINIMUM REQUIRED QUALIFICATIONS for CHILDCARE DIRECTOR:

- Be at least 21 years of age
- Possess a faith foundation with personal beliefs compatible with Christian theology
- Have knowledge of child development as evidenced by professional reference, education, experience, and on-the-job performance
- Have written proof of education including:
  - (a) A current child development associate certificate (CDA) **OR**
  - (b) Minimum of 45 college quarter credits \* **OR** a combination of college quarter credits and department-approved clock hours\*\* (ten clock hours equals one college credit) in early childhood education or child development:
    - \* in early childhood development/education
    - \*\* 30 college quarter credits & 150 department approved clock hours
- Meet STARS requirement and be listed in the state training and registry system (STARS) **OR** Must register with the STARS registry and complete one of the following trainings within the first six months of employment
  - (a) Basic training approved by the Washington state training registry system (STARS)
  - (b) Current child development associate certificate (CDA) or equivalent credential, **OR** minimum twelve college credits in early childhood education or child development; **OR**
- Minimum two years experience working with children the same age level as the center serves
- Not let the provision of child care interfere with management or supervisory responsibilities
- Be on the premises for the majority of operating hours when care is provided and designate a person to be in charge that meets the qualifications of a lead teacher when not present.

## PHYSICAL REQUIREMENTS for ALL POSITIONS :

**Ability to lift up to 25 pounds**

**Ability to climb steps**

**Ability to move and/or perform job requirements with minimal aid or assistance**

# Camano Lutheran Church

850 N Heichel Rd  
Camano Island, WA 98282  
Phone: 360.629.4592  
Email: [camanoclc@wavecable.com](mailto:camanoclc@wavecable.com)



**OTHER OPENINGS:** Lead Teacher, Assistant Teacher, Aide---we may have some future openings for the following positions; therefore we will also accept resumes for the following positions.

**Lead teachers** -- responsible for implementing the center program. Lead teachers develop and provide a nurturing and responsive learning environment that meets the needs of enrolled children.

A lead teacher must meet the following qualifications: Be at least eighteen years old; Have a high school diploma or equivalent and complete the applicable preservice requirements, pursuant to WAC 110-300-0105.

**Assistant teachers** -- help a lead teacher provide instructional support to children and implement developmentally appropriate programs in center programs. Qualifications: Be at least eighteen years old; have a high school diploma or equivalent; have an ECE initial certificate or equivalent by August 1, 2026, or within five years of being hired or promoted into this position.

**Aides** -- provide classroom support to an assistant teacher, lead teacher, program supervisor, center director, assistant director. Aides must meet the following qualifications: minimum 15 years old.

Have a high school diploma or equivalent, or be currently enrolled in high school or an equivalent education program.

Please email or drop off resumes at the church office  
Email: [camanoclc@wavecable.com](mailto:camanoclc@wavecable.com)  
Phone: 360-629-4592