

# BENCHMARK *Supported Child Care Worker*

## COMMUNITY SUBSECTOR COLLECTIVE AGREEMENT

---

**CLASSIFICATION GRID:** 8 NEW GRID 20  
(As of April 1, 2019)

**BENCHMARK TITLE:** SUPPORTED CHILD CARE WORKER

**BENCHMARK NUMBER:** 81301

**JOB FAMILY:** CLIENT SERVICES

### SCOPE AND LEVEL DEFINITION

Provides supported child care to special needs children in settings such as day cares, pre-schools, and homes, including providing respite to families.

### TYPICAL FUNCTIONS AND RESPONSIBILITIES

1. Assists clients with educational and recreational activities by providing emotional, physical, and social assistance. Interacts with and promotes the participation of special needs children in program activities and existing routines such as games and arts and crafts.
2. Implements established care plans in areas such as exercise, therapy, and mobilization programs.
3. Assists clients with activities of daily living such as feeding, lifts and transfers, grooming, and toileting.
4. Observes clients and their environments, and reports unsafe conditions and behavioral, physical, and/or cognitive changes to supervisor and family members.
5. Administers medication to clients and provides medication reminders, in accordance with established policy.
6. Accompanies clients on outings such as scheduled programs, activities, and social events.
7. Prepares and serves meals and snacks as required.
8. Completes and maintains related records and documentation such as progress notes and activity journals.
9. Performs other related duties as assigned.

### QUALIFICATIONS

#### Typical Education, Training, and Experience

- Grade 12
- Completion of a child care course
- Certificates in CPR and First Aid
- Recent, related experience of one year  
Or an equivalent combination of education, training, and experience  
Or other Qualifications determined to be reasonable and relevant to the level of work

**Typical Skills and Abilities**

- Ability to communicate effectively, both verbally and in writing
- Physical ability to carry out the duties of the position
- Ability to work independently and in cooperation with others
- Ability to operate related equipment
- Ability to organize and prioritize
- Knowledge of child development
- Ability to establish and maintain rapport with children