

# WAVERLY COMMUNITY SCHOOLS

## Position Announcement

<b>Job Title:</b>	<b>Child Care Substitute – SUMMER 2026 ONLY</b>		
<b>Location:</b>	Waverly Student Center at East	<b>Start Date:</b>	June 8, 2026 to August 7, 2026
<b>Salary Range/ Level:</b>	\$18.50 per hour	<b>Work Hours</b>	Hours as needed based on program needs Monday thru Friday
<b>Date Posted:</b>	May 7, 2026	<b>Application Deadline:</b>	Until Filled
<b>ALL Applicants:</b>	<p>A COMPLETED ONLINE APPLICATION IS <b>REQUIRED</b>. See application instructions at: <a href="#">Child Care Substitute Summer 2026</a></p> <p>Resume and cover letter may be:</p> <ul style="list-style-type: none"> <li>• Attached within the online application (preferred)</li> <li>• Faxed: (517) 321-8577</li> <li>• Mailed: Waverly Community Schools, 515 Snow Rd., Lansing, MI 48917</li> </ul>		

### Job Description

**Performance Responsibilities:**

- Implement and evaluate effective child development programs for children in their care
- Ensure positive, high-quality care and supervision of children at all times
- Other duties as assigned

**Required Qualifications:**

- Be at least 18 years of age
- Have earned a high school diploma, GED, or equivalent
- Able to complete 24 clock hours of documented school-age training in the calendar year
- Certification in First Aid and CPR (or willing to train within 90 days of employment)
- CPI certification or willing to train
- Perform the essential functions of the job, may be required to maintain a physical condition necessary for sitting and walking for periods of time, climbing, stooping, kneeling, moderate lifting, general manual dexterity, adequate vision, hearing and speech required

**Desired Qualifications:**

- STEM experience and/or experience working with students with special needs

### **ADA REQUIREMENTS**

The physical demands, work environment factors, and mental functions described below are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

### **PHYSICAL DEMANDS**

While performing the duties of this job, the employee is required to stand, walk, sit, use hands to finger, handle, or feel, reach with hands and arms, climb or balance, stoop, kneel, crouch, or crawl, talk, hear (in a quiet or noisy

environment). Specific vision abilities required by this job include close vision, distance vision and ability to adjust/focus.

**WORK ENVIRONMENT**

The noise level in the work environment is usually moderate to loud.

**MENTAL FUNCTIONS**

While performing the duties of this job, the employee is required to compare, analyze, communicate both orally and in writing, copy, coordinate, instruct, compute, synthesize, evaluate, use interpersonal skills, compile, and negotiate.

**Notice of Non-discrimination**

***Non-Discrimination***

***The Waverly Community Schools will not discriminate against any person based on race, sex, sexual orientation, gender, gender identity and expression, height, weight, color, religion, national origin, age, marital status, pregnancy, disability, veteran, or military status.***

***Americans with Disabilities Act accommodations: Assistance with the application process may be requested through the Human Resources Department at [\(517\) 319-3031](tel:5173193031) or [msavage@waverlyk12.net](mailto:msavage@waverlyk12.net).***