

Position
Sitter Service

Job Description (Essential Functions)

This position is responsible for ensuring the safety and well-being of children up to age 10 by responding to their emotional, social, and physical needs.

Job Tasks (Additional Responsibilities)

1. Providing children up to 10 years in age with guidance and care;
2. Maintaining organization and vigilance with children at all times;
3. Keeping toys and play areas neat, clean, organized, and sanitized;
4. Remaining present at all times when children are in the room;
5. Conducting – and engaging in – fun and age appropriate activities for children;
6. Observing and monitoring play activities;
7. Ensuring an overall safe environment for children;
8. Communicating with club management regarding any potential safety hazards;
9. Interacting with parents/guardians to address needs, preferences, and interests of children;
10. Answering phone calls adhering to proper etiquette, tone, and demeanor at all times;
11. Staying up to date with all club communications, memos, newsletters, and website materials;
12. Providing members and guests with friendly greetings and farewells;
13. Assisting children with activities of daily life (restroom usage, diapering, hand washing, etc.)
14. Vacuum, sanitize, and take out the trash at the end of shift and as needed;
15. Keeping record of children's hours of attendance and charges (if applicable);
16. Enforces club sitter service policies;
17. Performs other duties as assigned.

Requirements

1. Must be able to work some weekends and holidays;
2. Must possess exceptional customer service skills.

Job Type

Full Time

Reports to

Sitter Service Supervisor



Employer

Wynlakes Golf and Country Club



Montgomery, AL



Job Type

Part-time, Summer

How to Apply

Applicants may apply through website at
www.wynlakes.com



malloryt@wynlakes.com