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**COMPLETE**

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Page 1: Classified Position Request Form

**Q1**

Please enter the following:

Department	<b>Child Development</b>
Position Title	<b>Child Development enter Aide</b>
Salary Range	<b>12</b>
Annual Salary at Step B*	<b>\$27,000</b>
Hours/week and # of months (e.g., 10-month, 11-month, 12-month)	<b>40</b>

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**Q2**

Current goal this position will directly advance/support

Create a resource notebook (online) for students to use throughout their time in the Child Development program to support their understanding of concepts across courses.

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**Q3**

How will this position directly advance/support the goal listed above?

This position will allow lead teachers to work with faculty to contribute to the creation of the resource notebook. Lead teachers can give faculty their experiences with the student teachers and provide faculty with feedback on the success of the students in their classrooms.

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**Q4**

**Additional general fund position**

What type of position is being requested?

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**Q5**

Please attach the description for the position classification (contact GCCCD Human Resources to obtain this).

**C.12 - CHILD DEVELOPMENT CENTER AIDE.pdf (95.1KB)**

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**Q6**

What are the actual duties and responsibilities that are specific to this requested position that you would like to highlight to help the Classified Hiring Priorities Committee understand the need for this position?(200 words or less)

A campus lab school is one where students are learning and contributing to high-quality instruction and care. Part of a high-quality program is continuity of care. Continuity of care supports relationship building between the teacher, child, and their families. This model is a highly researched model and it has been found that children have higher success rates later in school after attending centers that are high-quality. With only 4 contracted staff, the CDC is not able to provide consistent teachers at the most important times of day, drop off and pick up. It can be difficult for a child and their family if they are unsure of who they will be seeing at those times. These two times of day are when the most important communication happens between the families and the teachers. Families and children depend on those relationships to feel safe. Having multiple NANCE employees does not allow us to provide the high quality of care that we strive for because of scheduling or turnover. A new contracted staff member would allow us to schedule them for either drop-off or pick up. They would also be able to support the lead teacher in guiding student teachers in their coursework.

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**Q7**

Please address the following: How are the duties of the requested position currently being performed, if at all? How does the lack of this position impact the program or service area? What impact, if any, have frozen or vacant positions within the department had on services or staff workload? (200 words or less) (Rubric Criteria 1)

The duties are currently being completed by NANCE employees. NANCE employees have limited work availability and may not be able to work a consistent schedule. Creating a staffing schedule can be challenging when NANCE employees are not working consistent hours.

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**Q8**

How has the program/service area changed over the most recent five academic years and/or how is it expected to change within the next five years (i.e. growth, additional services, increased workload and reorganization) that warrants this position? \*\*Please use both quantitative and qualitative data including, but not limited to: enrollment and productivity data, staffing or other studies, surveys, volume of students or employees served, total comp time accrued, number of hourly/intern/volunteer/work-study, and services provided.\*\* (200 words or less) (Rubric Criterion 2)

Prior to the COVID-19 pandemic, the Child Development center was serving 38 children in 2019 who received state funding. We were also serving 8 employee and faculty children. While we have seen those numbers drop due to the limitations in enrollment because of licensing regulations, we are now able to enroll more children. Unfortunately, we do not have the staffing that is needed to support the 11 additional children who are on our waitlist.

Additionally, the opening of campus to full in-person services will increase the number of students/staff and faculty that will be looking for care for their children.

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**Q9**

**Student Validation and Engagement**

Which of the College's strategic priorities will this position most directly support? Note: Selecting more than one strategic goal will not impact the Classified Hiring Priorities Committee rating of the position.

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**Q10**

Please explain how the requested position will support the college strategic priority(ies) identified above. (200 words or less) (Rubric Criterion 3)

A campus lab school is one where students are learning and contributing to high-quality instruction and care. High quality takes into consideration the continuity of care it provides to children and families. Selecting a center to entrust their child to is a very difficult and time-consuming process. Parents vet various centers in the selection process of the best possible center to trust and take care of their child. By providing Cuyamaca's students, faculty, and staff with a high-quality program that has consistent teachers will lead to higher success rates for students because they will be able to focus on their coursework knowing their child is in a safe place, and it will also allow for staff and faculty to be more productive for the same reasons.

The CDC is also a place where students come to learn and practice skills before going out into the Child Development workforce. The lack of staffing does not allow the lead teachers to be able to spend the time that is required of them to mentor our student teachers and collaborate with faculty. Continuity of care is a highly valued model in the field of early childhood as research has shown it has positive outcomes for children and their families. It also models for our students best practices within the field.

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**Q11**

How will the position impact the ability of the program or service area to innovate and meet changing needs? (200 words or less) (Rubric Criterion 3)

The position will allow our lead teachers to work more intentionally with our student teachers so that students will be able to learn in a high-quality environment that will make them more hireable by employers. Also, the position will support lead teachers being able to leave the classroom to work with faculty to design course assignments for CD 106: Observation and Experience and CD 132: Field Experience Seminar.

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**Q12**

Please confirm that you have discussed this faculty position request with the dean or manager and that you understand that deans and managers will be providing feedback to help inform the prioritization process.

**Yes, I have discussed this position request with the Dean or Manager**