

**Life Services of Spokane  
KIDS CORNER SUPERVISION SPECIALIST  
Job Description**

**Kids Corner Supervision Specialist**

**Position Summary:**

The Kids Corner Supervisions Specialist (KCSS) plans activities and supervises children of Life Services Staff and clients while parents are working or participating in programs as Life Services. KCSS will oversee set-up and clean-up of kids corner area for each shift and keep accurate records of children served.

**Reports to:** Wellness Facilitator

**Status:** On-Call/0-15 hours per week

**Hours:** This is an hourly position

**Compensation:** \$17 per hour

**BASIC REQUIREMENTS of all Life Services Employees & Volunteers:**

1. Demonstrate a firm commitment to Jesus Christ as Lord and Savior.
2. Be committed to the pro-life perspective.
3. Be in full agreement with the LIFE SERVICES Mission Statement, Statements of Principle, and Statement of Faith, Statement of Marriage Gender Sexuality.
4. Maintain faithful attendance in a local church.
5. Maintain personal relationship with Jesus Christ through devotions, prayer and/or Bible study.
6. Be dependable, stable, and capable of following through on commitments.
7. Able to express a basic, Biblical understanding of human nature.
8. Demonstrate respect for all clients and supporters at all times.
9. Possess knowledge of Scripture, especially as it pertains to the sanctity of human life, forgiveness, and salvation.
10. Be able to respect confidentiality.
11. Attend Life Services current Orientation and Training.
12. Attend Life Services staff meetings as deemed necessary by Executive Director.
13. Complete a criminal history check and check of central registry for child abuse.
14. Be capable of maintaining a neutral stance on the question of adoption vs. parenting the child.
15. Possesses a current driver's license and automobile insurance, which includes medical and liability coverage.

**PRIMARY QUALIFICATIONS:**

1. At least 18 years of age or older.
2. Minimum high school diploma.
3. Previous experience working with infants and young children.
4. Have a sincere desire to reach out with the love of Jesus Christ to people in distress.
5. Excellent organizational skills.
6. Track record of follow through.
7. Willing and able to work as part of a team as well as independently.
8. Complete a criminal history check.

9. Current certification in CPR, First Aid, AIDS/HIV and blood borne pathogens, and a food handler's card.
10. Complete Life Services Childcare Basics Training
11. Ability to lift 40 pounds while climbing stairs, and able to maintain sustained physical activity.

**Responsibilities of the Kids Corner Supervision Specialist:**

1. Assure the kids corner areas are safe and ready for daily activities.
2. Check-in each child as they arrive.
3. Assure new parents fill out applicable registration forms.
4. Lead children in daily activities as an example of fun, encouragement, and responsibility.
5. Supervise children and volunteer workers each shift for safety and facility of daily schedule.
6. Assure clean-up of kids corner areas (including outdoor areas) at the end of each day.
7. Keep accurate records of children served.
8. Assure that each child is checked out to approved person.
9. Consult with the Wellness Facilitator each month or as needed for resources or direction.

**Update by:** Sharon Hengy, 2-4-2025