

*July 30, 2019*

### **General Position Description**

The Assistant Teacher is responsible for participating in cohesive teaching team, supporting the curriculum, and assisting with the day-to-day operational activities of the classroom. Assistant Teachers must understand children's cognitive, social, emotional and physical development in order to ensure a safe and stimulating classroom environment where children are actively engaged and encouraged to succeed. The Assistant Teacher must be skilled in communicating with both children and adults in order to meet the needs of the children and resolve parental concerns.

### **This Position Reports to Assistant Director**

### **Key Responsibilities**

- Assist in the implementation of educational curriculum by developing classroom activities based on developmentally appropriate practices and early learning standards.
- Follow the lead of the Teacher; support teaching team success by participation and communication.
- Support individual and group age-appropriate activities to actively engage children and encourage social, cognitive and emotional growth.
- Ensure all center policies and state regulations are met.
- Ensure a healthy classroom environment – including maintaining appropriate hygiene and cleanliness standards and safety and security of children.
- The ability to be flexible to assist in classrooms as needed.

### **Additional Knowledge, Skills and Experience Required**

- Minimum of 2 years of professional child care experience.
- Strong oral and written communication skills and basic computer skills.
- High energy and the ability to work well with others (staff, children, and parents) and to foster a team environment.
- A strong understanding of child development.
- Excellent leadership, organizational, and interpersonal skills.
- Infant/child CPR and First Aid certification, Management of Communicable Diseases and Recognition of Child Abuse
- Must clear full background check and must pass health screening.

### **Educational Requirements**

- High School Diploma

### **Physical Requirements**

All positions at the Dayton Christian Center have high physical requirements. The employee is regularly required to stand and walk for a long period of time, to talk and hear, to sit, to lift and/or move up to 40lbs, to climb or balance, to stoop, and sit in small chairs and on floors regularly; and the ability to move quickly to keep pace with active young children, kneel, crouch, or to crawl, to use hands or finger, handle or feel objects, tools, or controls. Specific vision abilities required by this position include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

### **Employment Type**

Full Time