

CAREER OPPORTUNITY



Title: Assistant Teacher, Early Childhood, Dayton Ohio

Hours: Full Time (Hourly, 40 hours per week)

Brief Description:

To assist with implementing and directing the classrooms' daily childcare program. To ensure the supervision and safety of the children in the center. To assist with facilitating age appropriate development for children in all areas such as fine motor, gross motor, language, social emotional, creativity and cognition.

- Takes action when materials/events could cause harm to any child & completes accident/incident reports in case of injury or illness
- Reports any suspicion of child abuse
- Assists with setting clear classroom rules and reminds children appropriately
- Follows Lincoln Academy discipline policy for behavior management
- Ensures ratios are adhered to at all times
- Practices monthly fire/tornado drills
- Assists with implementation of lesson plans
- Assists with daily classroom routine
- Assists with daily transitions (meals, tooth brushing, etc.)
- Interacts in a positive and respectful manner:
 - Treating all children with dignity and respect, NEVER using physical punishment, psychological abuse, coercion, threats, derogatory remarks or withholding food/toileting as a form of punishment
 - Fostering children's emotional well-being by demonstrating respect for children and creating a positive emotional climate as reflected in behaviors such as frequent social conversations, joint laughter, affection and a kind tone of voice

Minimum Requirements:

- Associate Degree in ECE, currently and actively enrolled in an Associate Degree program in ECE or current CDA required; previous experience with preschool children desired
- Knowledge of Early Childhood Development principles a plus
- First Aid, Communicable Illness and Child Abuse recognition training
- Maintains current physicals and TB tests per current regulations
- Able to bend, squat, sit with children and lift up to 40 lbs.
- Basic computer skills a plus
- Ability to work with diverse populations
- Willingness to work flexible hours and occasional overtime
- Fluency in a language other than English, or musical ability a plus
- Ability to understand and implement ODJFS Licensing Rules, SUTQ Program Regulations, Head Start policies and procedures and NAEYC Accreditation Standards

Interested candidates should send a resume with salary requirement to:

Human Resources

Catholic Social Services of the Miami Valley

922 W. Riverview Avenue

Dayton, Ohio 45402

or email to jobs@cssmv.org

or fax to (937) 222-6750