



Mom's House®

Celebrating life and empowering parents through education and child care.

770 Harry L. Drive • Johnson City, New York 13790 • (607) 644-9972 • www.momshouseny.org

JOB TITLE: Assistant Teacher
REPORTS TO: Program Director
CLASSIFICATION: Hourly paid position

JOB SUMMARY:

Support lead teacher in activities that develop skills in speech, motor, cognitive science, math, social and emotional skills. Responsible for following Mom's House policies, as well as NYS Daycare Regulations. Develop a professional and cooperative rapport with parents and staff.

ESSENTIAL FUNCTIONS:

- Support lead teacher in all areas, implementing daily curriculum as directed
- Follow instructions assigned by teacher, Curriculum Administrator, or Client Relations Administrator
- Take lead teacher role when assigned
- Offer creative ideas to enhance program
- Alert lead teacher of parent/child concerns
- Help cultivate all areas of child development
- Help create a calm, loving, nurturing and learning environment
- Support implementation of character building
- Practice health and safety
- Professional interaction with parents, students, and staff
- Fire drill
- Staff meetings
- In-service training
- First aid/CPR training and attend 30 hours of training every 2 years (must have 15 hours of training within 6 months of new employment).

REQUIREMENTS/QUALIFICATIONS:

- Must be able to lift 40 pounds
- Must have the necessary credentials as stated in the NYS Daycare Regulations
- Must read and be familiar with NYS Daycare Regulations

I, _____, have read and understand the above job description.

Signature

Date