Job Posting for: ASSISTANT TEACHER

Location: Northeast Child Development Center

Reports to: Director, Margie Bragg

Status: Full-Time, 40 hours per week

East Side Neighborhood Services is an Affirmative Action and Equal Opportunity Employer/Service Provider. All employees must be able to work across ethnic/racial/economic lines for effective communication, respecting and valuing the differences and strengths of each person.

**Broad Scope and Function of Job:**

Early childhood assistant teachers team teach under the guidance of the classroom teacher to promote child development and learning, build family and community relationships, observe, document and assess development. Assistant teachers adhere to ethical responsibilities to children, to families, to colleagues and to the community and society.

**Responsibilities:**

- Interacting with children birth to kindergarten
- Managing the classroom
- Planning and evaluating curriculum
- Developmental assessments
- Working with families
- Record keeping
- Attend and participate in staff Meetings
- Professional Development
- Setting the tone of the classroom
- Organizing and collecting materials
- Making contacts within the professional field
**Job Requirements and Qualifications:**

**Education:** Early Childhood Education Certificate – Bachelor’s degree in any field preferred

**Experience:** 2080 Hours as an assistant teacher + 12 quarter credits

**Other Qualifications:** CDA + 520 hours as an Aide

**Compensation:** Up to $15/hour depending on qualifications, plus benefits

**Application Deadline** Until filled

To Apply – send you Cover Letter and Resume to Bnicklason@esns.org

SUBJECT LINE: NECDC Teachers Assistant Job

AN EQUAL OPPORTUNITY–AFFIRMATIVE ACTION EMPLOYER