

Assistant Teacher/Floater

Be Above Flushing Day Care

Flushing, NY

Assistant Teacher

Full-time

Onsite

\$31,200 - \$35,000 a year*

* 10-month position

Posted on September 12, 2022

Organization Statement

Come work in a brand new 3K/Pre-K center. The second year opened and we are growing! Work in a team-centered school, with staff that works together to provide the best education for our 3 and 4-year-old students.

Job Description

3K Lead Teacher- Beautiful new school hiring 3K teachers who like working with children in a supportive team environment. Familiarity with Creative Curriculum and Teaching Strategies Gold is a plus.

Responsibilities

Job Responsibilities

- Must be willing to complete paperwork including lesson plans, child assessments, child daily logs and classroom logs.
- Provide a safe, positive, creative and nurturing learning environment at all times.
- Guide children to learn language, gain autonomy, interact socially and participate in physical activities.
- Keep parents informed of their child's progress and growth.
- Assist team members and volunteers in maintaining an orderly, safe and attractive classroom.

- Complete and submit all required paperwork and documentation as scheduled.Â
- Delegate and assign tasks as described in the job descriptions and program policies.Â
- Encourage parents to be active participants in their child's education.Â
- Ensure that all classroom activities are developmentally appropriate and carried out on a daily basis.Â
- Handle emergency situations as designated by program policies and procedures.Â
- Provide a setting that meets the individual needs of children, assess each child's developmental needs and write individual lesson plans.Â
- Flexible, and work with colleagues in a professional manner.Â
- Love working with young children.Â
- Support the diversity initiatives of the school.Â
- Attendance/Punctuality - Is consistently at work and on time; ensures work responsibilities are covered when absent; arrives at meetings and appointments on time.Â
- Dependability - Follows instructions, responds to management direction; takes responsibility for own actions.Â
- Judgement - Displays willingness to make decisions; exhibits sound and accurate judgment; supports and explains reasoning for decisions; includes appropriate people in decision-making process; makes timely decisions.Â
- Ethics - Treats people with respect; keeps commitments; inspires the trust of others; works with integrity and principles; upholds organizational values.Â
- Organizational Support - Follows policies and procedures; completes administrative tasks correctly and on time; supports organization's goals and values; benefits organization through outside activities.Â
- Additional center/school requirements may apply.Â

Qualifications

Requirements for Lead 3's or 4's Pre-K-Teacher Positions:

- Must have a minimum of Masterâ€™s degree or BA/BS degree in Early Childhood Education or be currently enrolled in an early childhood education program.
- NY State Certification in Early Childhood Education B-2 (preferred)
- 1 to 2 years of experience working with children (ages 3-5). (Preferably in a childcare or school setting),
- Familiarity with the Creative Curriculum, preschool assessments, creating lesson plans, behavior management and early childhood practices.
- Must be willing to complete paperwork including lesson plans, child assessments, child daily logs and classroom logs.
- Bilingual Spanish or Mandarin a plus.
- Additional center/school requirements may apply.
- **Minimum Education Level:** Some College Credits
- **Preferred Education Level:** Bachelor's Degree

Application Instructions

If you are interested in any of the positions listed above, please email Shauna Frederick at Shauna.Frederick@cuny.edu, please include either you resume to be shared with the employer or your permission to share the resume we have on file in the Network.

Additional Information

Full-time, 10 month Academic year. Work hours are 7:30 am-4:30 pm.

COVID-19 VACCINE REQUIRED

Benefits

401(k)

Dental Insurance

Flexible spending account

Health insurance

Life insuranceÂ

Paid time offÂ

Cool Culture Card

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