

# Teacher Aide

Urban Strategies Inc.

Brooklyn, NY

Other

Full-time

Onsite

\$16.00 - \$16.50 an hour\*

\* Salary negotiated through City of New York and DC 37 Local 205 (Union)

Posted on July 10, 2024

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## Organization Statement

Urban Strategies Inc. is a Brooklyn based, non-profit, social services agency serving New York City's under-served and hard to reach population since 1976.

Our mission is through our endeavors, we continuously strive to promote, empower, enhance, motivate and contribute to the general well-being of our youth, families and the community in which we serve.

## Job Description

**Support the planning and executing of a program to provide a high-quality childcare experience for children while celebrating and supporting the educational, social - emotional, cultural, psychological developmental and health needs of each individual child as well as the group.**

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## Responsibilities

**ASSIST IN THE SUPPORT OF A GIVEN GROUP OF CHILDREN**

- To share the responsibility for keeping equipment and material accessible and in good condition in order to encourage maximum constructive use by the children.
- To share responsibility for removing or reporting any damaged or hazardous equipment to the director or other designated person so that necessary action may be taken.
- To share responsibility for planning and supervision an appropriate arrangement of classroom equipment and furniture designed to promote optimal program functioning.
- To supportÂ in the overall planning for the best use of shared space in relation to the total center program.
- To supportÂ in planning the use of community resources to enrich the educational content of the childrenâ€™s program.
- To supportÂ in developingÂ goals appropriate to the age and developmental level of children.

## RESPONSIBILITY FOR PROFESSIONAL GROWTH

- To share with classroom associates their mutual knowledge and understanding of the community and the sponsoring agency of which their center is a part.
- To promote his or her own professional growth of development through participation in regularly scheduled conferences, classroom group conferences, and staff meetings.
- To share with other classroom personnel the performance of routine chores related to all areas of the program.
- To participate, wherever feasible, in related training opportunities as these become available.
- To participate in objective discussions on his/her own professional performance in supervisor conferences with the group teacher and/or director.

## Qualifications

The teacher aide shall meet the requirements set by the Agency for Child Development and the sponsoring agency of the day care center in which he/she is employed.

These requirements include, but are not limited to:

High school diploma or GED

CDA certificate

Be at least 18 years of age

- **Minimum Education Level:** Highschool Graduate or GED
- **Preferred Education Level:** Associate's Degree

## **Application Instructions**

Address: Urban Strategies Inc. #5 / Dr. Georgia L. McMurray, 675 Lincoln Avenue, Brooklyn, New York 11208

Email: [drglm@urbanstrategiesny.org](mailto:drglm@urbanstrategiesny.org)

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## **Additional Information**

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