

# Daycare Assistant

Precious Moments Daycare

Middletown, NY

Family Child Care Provider

Part-time

Onsite

\$16.50 - \$18.00 an hour

Posted on January 14, 2025

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## Organization Statement

**\*\* Job Posting: Daycare Assistant \*\***

**\*\* Position: \*\*** Daycare Assistant ^

**\*\* Location: \*\*** Precious Moments Daycare ^

**\*\* Type: \*\*** Part-Time leading to fulltime ^

**\*\* About Us: \*\*** ^

Precious Moments Daycare is a nurturing and child-focused daycare that provides a safe and stimulating environment for children aged [insert age range]. We are dedicated to fostering growth and development through engaging activities and a supportive atmosphere. We are currently seeking a compassionate and enthusiastic Daycare Assistant to join our team.

**\*\* Responsibilities: \*\*** ^

- Assist lead teachers in implementing daily activities and lesson plans.
- Supervise children during playtime, meals, and other activities to ensure their safety and well-being.
- Support children's social, emotional, and educational development.
- Help maintain a clean and organized classroom environment.
- Communicate effectively with parents and guardians regarding children's progress and needs.
- Participate in training and professional development as needed.

**\*\* Qualifications: \*\*** ^

- High school diploma or equivalent; further education in early childhood education is a plus.
- Experience working with children in a daycare or educational setting preferred.
- Strong communication and interpersonal skills.
- Ability to work collaboratively in a team environment.

- CPR and First Aid certification (or willingness to obtain).

**\*\*What We Offer:\*\*** Â

- Competitive salary and benefits.
- A supportive and friendly work environment.
- Opportunities for professional development and growth.
- The chance to make a positive impact on children's lives.

**\*\*How to Apply:\*\*** Â

If you are passionate about working with children and want to be part of a dedicated team, please submit your resume and a brief cover letter to [sandyspreciousmomentsdaycare@hotmail.com](mailto:sandyspreciousmomentsdaycare@hotmail.com) or call 845-978-2554

**\*\*Application Deadline:\*\*** 2-1-2025Â Â

Join us in creating a joyful and enriching experience for children at Precious Moments DaycareÂ

## **Job Description**

**\*\*Position Description: Daycare Assistant\*\***

**\*\*Overview:\*\*** Â

The Daycare Assistant plays a vital role in supporting the daily operations of the daycare facility. This position involves working directly with children to promote a safe, nurturing, and educational environment. The Daycare Assistant will collaborate with lead teachers to implement age-appropriate activities, ensure the well-being of children, and foster their social and emotional development.

**\*\*Key Responsibilities:\*\***

1. **\*\*Child Supervision:\*\***

Â Â - Monitor and supervise children during indoor and outdoor activities to ensure safety and compliance with daycare policies.

Â Â - Assist in managing children's behavior by implementing positive reinforcement techniques.

2. **\*\*Activity Support:\*\***

Â Â - Help set up and facilitate engaging activities, such as arts and crafts, educational games, and outdoor play.

Â Â - Encourage children's participation and creativity in various activities.

3. **\*\*Daily Care:\*\***

Â Â - Assist with daily routines, including meal times, nap times, and personal hygiene practices.

Â Â - Provide comfort and support to children as needed, addressing their individual emotional and developmental needs.

4. **Communication:**

Â Â - Maintain open lines of communication with lead teachers regarding children's progress, any concerns, and daily activities.

Â Â - Interact with parents and guardians, providing updates on their child's activities and behavior.

5. **Classroom Maintenance:**

Â Â - Help maintain a clean and organized classroom environment, ensuring that toys and materials are safe and sanitized.

Â Â - Assist in preparing and cleaning up after activities and meals.

6. **Professional Development:**

Â Â - Participate in training sessions and workshops to enhance skills and knowledge in early childhood education and care.

Â Â - Stay informed about best practices and regulations in the daycare industry.

**Qualifications:**

- High school diploma or equivalent; coursework in early childhood education preferred.
- Experience working with children in a daycare or educational setting is advantageous.
- Strong communication and interpersonal skills.
- Ability to work as part of a team and maintain a positive attitude.
- CPR and First Aid certification is a plus or willingness to obtain certification.

**Working Conditions:**

- The position may require standing, bending, and lifting children.
- The work environment includes indoor and outdoor settings, with exposure to various weather conditions during outdoor play.

## **Responsibilities**

**Responsibilities of a Daycare Assistant:**

1. **Child Supervision:**

Â Â - Monitor and supervise children during various activities to ensure their safety and well-being.

Â Â - Maintain a safe and secure environment by enforcing daycare rules and regulations.

2. **Activity Implementation:**

Â Â - Assist lead teachers in planning and executing daily activities, including arts and crafts,

educational games, and physical play.

Â Â - Encourage children's participation and enthusiasm in activities to promote engagement and learning.

3. **Daily Care:**

Â Â - Help with essential daily routines such as meal times, nap times, and personal hygiene (toileting, handwashing).

Â Â - Provide comfort, support, and reassurance to children as needed, especially during transitions or challenging moments.

4. **Behavior Management:**

Â Â - Implement positive behavior management strategies to encourage appropriate social interactions and conflict resolution among children.

Â Â - Address any behavioral issues calmly and constructively.

5. **Communication:**

Â Â - Maintain effective communication with lead teachers regarding children's progress, needs, and any concerns that arise.

Â Â - Engage with parents and guardians to provide updates on their child's activities and emotional well-being.

6. **Classroom Maintenance:**

Â Â - Assist in keeping the classroom clean, organized, and properly stocked with supplies and materials.

Â Â - Help with the setup and cleanup of activities, ensuring a tidy and welcoming environment.

7. **Observation and Reporting:**

Â Â - Observe and document children's behavior, development, and interactions, reporting any significant changes or concerns to lead teachers.

Â Â - Recognize signs of emotional or physical distress in children and respond appropriately.

8. **Professional Development:**

Â Â - Participate in training sessions, workshops, and team meetings to enhance skills and knowledge in early childhood education.

Â Â - Stay informed about best practices in child care and early childhood development.

9. **Collaboration:**

Â Â - Work collaboratively with other staff members to create a cohesive and supportive team environment.

Â Â - Assist in developing a positive and welcoming atmosphere for children and families.

10. **Emergency Preparedness:**

• • - Be familiar with emergency procedures and protocols, including evacuation plans and first aid response.

• • - Participate in drills and training related to safety and emergency management.

These responsibilities are essential for creating a nurturing and effective daycare environment that supports the growth and development of children.

## **Qualifications**

**Qualifications for a Daycare Assistant:**

1. **Education:**

• • - High school diploma or equivalent is required.

• • - Coursework or certification in early childhood education or child development is preferred.

2. **Experience:**

• • - Previous experience working with children in a daycare, preschool, or educational setting is advantageous.

• • - Familiarity with developmental milestones and age-appropriate activities is beneficial.

3. **Skills:**

• • - Strong communication and interpersonal skills to effectively interact with children, parents, and staff.

• • - Ability to work collaboratively as part of a team.

• • - Patience, empathy, and a genuine passion for working with children.

4. **Behavior Management:**

• • - Knowledge of positive behavior management techniques and strategies for fostering social-emotional development.

5. **First Aid and CPR Certification:**

• • - Current certification in CPR and First Aid is preferred; willingness to obtain certification if not already certified.

6. **Background Check:**

• • - Successful completion of background checks and child abuse clearances as required by local regulations.

7. **Physical Requirements:**

• • - Ability to lift and carry children, and engage in physical activities such as running, bending, and sitting on the floor.

8. **\*\*Adaptability:\*\***

Â Â - Flexibility to adapt to changing situations and varied schedules, including working with different age groups as needed.

9. **\*\*Problem-Solving Skills:\*\***

Â Â - Ability to identify and address issues that may arise in the classroom or during activities.

10. **\*\*Cultural Competence:\*\***

Â Â - Understanding and appreciation of diverse backgrounds and cultures, promoting inclusivity and respect within the classroom.

These qualifications ensure that a Daycare Assistant can effectively support the developmental needs of children and contribute positively to the daycare environment.

- **Minimum Education Level:** Highschool Graduate or GED
- **Preferred Education Level:** Highschool Graduate or GED

## Application Instructions

Pmdc81@icloud.com

845-978-2554