

Teacher Assistant

Ithaca Community Childcare Center

Ithaca, NY 14850

Assistant Teacher

Part-time

Onsite

\$17.25 - \$18.25 an hour*

* Wage is dependent on education level.

Posted on July 15, 2025

Job Description

Title: Teacher Assistant

Reports to: Program Director, Age Group Leader, Co-teachers

Position Summary: Part time, entry level position working with children age's 8 weeks to 5 years. Responsible for assisting the teachers with classroom routines such as mealtime, toileting, naptime, and cleaning. Supervise and interact with children during program time. Greet parents at pick up and communicate general information about their child's day. Ability to assume leadership of the classroom in occasional absence of co-teacher. Maintain a clean and safe environment. Requires occasional flexibility in room assignment as dictated by the needs of the program.

Education and Experience:

Required: High School Diploma and 18 years of age

Preferred: Formal experience with children, some classes or training in early childhood education.

Requirements:

Ability to use positive techniques to guide children's behavior

Ability to encourage children to make choices and become more responsible

Ability to respond to both the children and parents in the program

Ability to interact with children in a positive manner

Ability to work well with parents and other staff members to meet the needs of the children in the program

Physical ability to perform job: full range of motion to lift, squat and sit. Frequently lift, move or hold children with a range of weight from 10-40 pounds. Occasionally lift, move or hold weight more than 40 pounds.

Clear, direct, communication style (both written and oral)

Team oriented approach to problem solving

30 hours of training every two years (15 in the first six months of employment)

Be responsible, reliable, and dependable

Knowledge of regulations and ability to maintain a safe and sanitary environment

Flexibility in scheduling

Perform other duties as assigned

Principal Interactions

Classroom co-teachers

Children

Parents

Employees with a disability must be able to perform the essential functions of the job, with or without reasonable accommodation. If you would like to request an accommodation, please inform your supervisor or Program Director.

Responsibilities

Requirements:

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Qualifications

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Preferred: Formal experience with children, some classes or training in early childhood education.

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

Application Instructions

Submit a resume or application to program@icthre.org. IC3 applications can be found online at: www.icthre.org