

# Lead Co-Teacher

Margaret's House at RIT

Rochester, NY 14623

Teacher

Full-time

Onsite

\$19.00 - \$19.00 an hour

Posted on September 16, 2025

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## Organization Statement

Margaret's House is RIT's centrally located, on-campus child care center providing quality care and early childhood education for infants, toddlers, and preschoolers.

## Job Description

**Lead Co-Teachers are referred to as 'Associate Teachers' at RIT.** Margaret's House is RIT's centrally located, on-campus child care center. We provide quality care and early childhood education for infants, toddlers, and preschoolers during the academic year and throughout the summer. We are open Monday through Friday from 8:00am-5:00pm and our calendar coordinates with the RIT academic schedule. The staff at Margaret's House are employees of RIT, with full RIT benefits, and are educated and experienced in the field of early childhood education.

Shifts for teachers are 8-4 or 9-5pm. 35 hours each week are guaranteed. We staff 2 co-teachers in each classroom and they are afforded an hour of planning time together outside of the classroom 1X/week. We utilize RIT students as teacher assistants to help staff each room to ratio each day. Teachers implement the CREATIVE CURRICULUM and all supplies/materials are provided. We are a team of professionals looking for energetic and positive team players to join us as we build our center!

Rochester Institute of Technology is a diverse and collaborative community of engaged, socially conscious, and intellectually curious minds. We are dedicated to building a diverse community, one where employees feel a sense of belonging, and are valued for their contributions and the perspectives they bring.

As a member of the RIT community, you'll receive a comprehensive employee benefits package that offers multiple options and access to additional employment advantages. You can tailor your

benefit elections to meet your needs (affordable medical/dental/vision benefits; paid vacation/sick time/retirement saving plan with exceptional employer match; and tuition assistance for you and your family, to name a few).

## **Responsibilities**

Reporting to the Director, Associate Teachers serve as lead or co-teachers to care for, teach and nurture children ages 0-5 years in a safe, healthy, learning environment at Margaret's House. Teachers work with classroom aides (RIT students) and other teaching staff and administrators to supervise the daily activities of the children and develop a program that meets their needs and promotes age appropriate development. Teachers also develop and manage ongoing communication with families of children in their care and are responsible to all RIT and OCFS (Office of Children and Family Services) regulations.

Develop and implement program activities using the required curriculum.

Support and communicate positively and professionally with families regarding the education and care of their children.

Complete developmental assessments and summaries twice yearly.

Advise and direct student employees working in the classroom.

Maintain compliance with all regulations. Perform all duties as required under OCFS guidelines.

Computer competence is required.

Obtain required professional development and maintain ASPIRE account.

## **Qualifications**

- Patience, compassion, responsibility, strong organizational skills
- Associate's degree in early childhood education (or equivalent field) or Child Development Associate Credential plus 1 year of classroom experience.
- OR
- Child Development Associate credential; or other Office-recognized credential AND two years of experience related to caring for children
- OR
- 9 college credits in Early Childhood, Child Development or related field, with a plan of study leading to a Child Development Associate credential or Associates degree which must be completed within 2 years of hire AND two yearsâ€™ experience related to caring for children

- **Minimum Education Level:** CDA Credential
- **Preferred Education Level:** CDA Credential

## Application Instructions

Please complete the application process on the RIT website, [rit.edu/careers](http://rit.edu/careers), - to navigate to the posting, click on box labeled "External Staff" before searching, using the term "Margaret". Link: <https://sjobs.brassring.com/TGnewUI/Search/Home/Home?partnerid=25483&siteid=5289#home>

Our Associate Teacher's work throughout all 12 months of the year, our program is open throughout the summer. We are unable to accept applications through any other means, however you are welcome to email [jntmh@rit.edu](mailto:jntmh@rit.edu) with questions, or call us at 475-5176.

## Additional Information

<https://www.rit.edu/margarethouse/>

***We are an active participant in QUALITYstarsNY, and are partnered with the Child Care Council to provide the best learning environment for the children in our care, as well as the best working environment for the staff on our team.***

***Please see additional Educational Requirements below:***

Based on OCFS regulations, we need either:

- College credits and CDA within 2 years of hire
- CDA credential
- Associates in ECE
- Bachelors in a related field

We would prefer:

- CDA credential
- Associates in ECE