

Childcare Assistants

The Olde Schoolhouse Daycare

Glenville, NY 12302

Assistant Teacher

Full-time

Onsite

\$16.50 - \$17.50 an hour

Posted on January 28, 2026

Organization Statement

At The Olde Schoolhouse Daycare Center, we are a family-owned and operated childcare center committed to providing high-quality, dependable care in a safe and nurturing environment since 2009. We take great pride in maintaining full compliance with New York State Office of Children and Family Services (OCFS) regulations and have consistently upheld a record of zero OCFS violations since 2021.

Our program is built on strong family values, open communication, and developmentally appropriate learning experiences that support each child's social, emotional, physical, and cognitive growth. By partnering closely with families and maintaining the highest standards of care and professionalism, we strive to create a trusted, welcoming community where children feel secure, supported, and inspired to learn.

Job Description

The Infant and Toddler Teaching Assistant supports the Lead Teacher in providing a safe, nurturing, and developmentally appropriate learning environment for infants and toddlers ages 3 months –3. This role involves assisting with daily classroom activities, supervision, care routines, and positive guidance to promote each child's social, emotional, physical, and cognitive development.

Responsibilities

Key Responsibilities:

- Assist the Lead Teacher with implementing daily lesson plans and age-appropriate activities
- Supervise toddlers at all times to ensure safety and well-being
- Support children during routines such as meals, diapering, toileting, nap time, and transitions
- Help maintain a clean, organized, and hygienic classroom environment
- Use positive guidance techniques to support appropriate behavior and social development
- Observe and report children's progress, needs, and concerns to the Lead Teacher
- Communicate respectfully and professionally with families and staff
- Follow all center policies, health and safety procedures, and state licensing regulations
- Participate in staff meetings, trainings, and professional development as required

Qualifications

To be considered for this position you must have a High School Diploma or GED.

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

Application Instructions

Please email toshdaycare@gmail.com or call our center at (518)399-5850 to express your interest in interviewing for our position.

Additional Information

Successful candidates will be required to submit clearances with OCFS, background check, fingerprinting, a physical and a TB test.