

Program Aide

EOP

Elmira, NY 14901

Other

Full-time

Onsite

\$16.00 - \$16.00 an hour

Posted on July 8, 2026

Organization Statement

For over 53 years EOP has provided an opportunity for individuals and families to earn a decent living wage, learn to protect and save the money they earn, and provide a positive present and future for themselves and their children. Since 1965, EOP has been a multi-service organization for family success within the community. Through a combination of family development services and energy services, EOP demonstrates its commitment to the community and promotes self-sufficiency.

Job Description

The ideal candidate would have experience working with young children. This position would include helping the teacher and the assistant teacher, prepping meals, clean-up, covering breaks and supervising children

Responsibilities

- Works directly with preschool children, supervising their individual and group learning, indoor and outdoor play activities, science and math, music and art, gross and fine motor, hygiene and nutrition programs.
- Assists with toileting, tooth brushing and hand washing. Models appropriate eating habits, tooth brushing and hand washing for the children.
- Sets up and cleans up from breakfast, lunch and snack time.
- Prepares meals and snacks as needed.
- Maintains a positive learning environment for the children where they feel safe and secure at all times.

Qualifications

HS diploma

transportation

Ability to pass a background check

- **Minimum Education Level:** Highschool Graduate or GED
- **Preferred Education Level:** Some College Credits

Application Instructions

Please send your resume to hseymour@cseop.org

Language Requirements

English