

Classroom Help

TOTally Kidz Childcare

Wingdale, NY 12594

Other

Full-time, Part-time

Onsite

\$16.50 - \$19.00 an hour*

* Rate of pay depends on experience and qualifications.

Posted on July 9, 2026

Organization Statement

TOTally Kidz Childcare is a warm, family-centered early learning program built on teamwork, professionalism, and genuine care for children. Our staff work together like a supportive community — showing up consistently, communicating clearly, and creating a safe, joyful environment where children learn through play, movement, and meaningful interactions. We value reliability, kindness, and a strong work ethic, and we are committed to helping every team member grow in the early childhood field. At TOTally Kidz, you are joining a workplace where your contributions matter, your coworkers feel like family, and your dedication directly impacts the well-being and development of the children we serve.

Job Description

TOTally Kidz Childcare is a warm, family-centered early learning program where teamwork, reliability, and genuine care for children guide everything we do. We are looking for motivated, kind, and dependable individuals to join our staff as substitute teachers, part-time helpers, and potentially a full-time classroom assistant.

In this role, you will support our teachers in creating a safe, playful, and engaging environment for children ages 6 weeks to 12 years. Responsibilities include assisting with daily routines, supervising play, helping with movement-based learning activities, maintaining a clean and organized classroom, and stepping in wherever needed to keep the center running smoothly. You must be comfortable working in a fast-paced childcare setting, communicating clearly with coworkers, and showing up with a positive, team-focused attitude.

We value staff who treat each other like family, who are flexible, and who take pride in helping children learn through play, exploration, and meaningful interactions. Whether you're filling in for

a shift, supporting a classroom part-time, or growing into a full-time role, you will be part of a supportive team that works hard, laughs often, and shows up for one another every day.

Responsibilities

- **Classroom Support** — Assist teachers with daily routines, transitions, and maintaining a calm, organized learning environment.
- **Child Supervision** — Monitor children during play, learning activities, meals, and rest times to ensure safety and engagement.
- **Movement-Based Learning** — Help implement your center's movement-focused learning activities and support playful, hands-on engagement.
- **Cleaning & Sanitizing** — Maintain cleanliness in classrooms, bathrooms, and shared spaces; assist with end-of-day cleaning duties.
- **Flexibility & Coverage** — Step into any room as needed (infant, toddler, preschool, school-age) to maintain ratios and support staff.
- **Positive Communication** — Communicate clearly and kindly with coworkers, children, and families while following center policies.
- **Outdoor Supervision** — Oversee safe outdoor play and ensure the space is used appropriately and kept clean.
- **Meal & Snack Assistance** — Help distribute meals/snacks, support children during eating times, and follow allergy protocols.
- **Behavior Guidance** — Support positive behavior strategies, redirection, and emotional regulation in alignment with your center's approach.
- **Daily Organization** — Help with classroom setup, activity prep, and keeping materials stocked and ready for use.
- **Team Collaboration** — Work cooperatively with staff, step in where needed, and contribute to a family-like team environment.

Qualifications

- **Minimum Age Requirement** — Must be 18 years or older, per NYS childcare regulations.
- **Dependability** — Consistent attendance, punctuality, and reliability in supporting daily staffing needs.
- **Positive Attitude** — Warm, friendly, and able to maintain a calm, happy presence with children and coworkers.

- **Teamwork Skills** — Works well in a family-like team environment; willing to jump in wherever needed.
- **Communication Skills** — Clear, respectful communication with staff, children, and families.
- **Comfort in All Age Groups** — Willing and able to work in infant, toddler, preschool, and school-age rooms as needed.
- **Safety Awareness** — Understands supervision expectations and follows all safety and ratio guidelines.
- **Physical Capability** — Able to lift, bend, sit on the floor, move quickly, and actively engage with children.
- **Training & Compliance** — Willing to complete fingerprinting, background checks, CPR/First Aid, and required OCFS trainings.
- **Professionalism** — Maintains confidentiality, follows center policies, and represents TOTally Kidz with professionalism.
- **Flexibility** — Comfortable with changing needs, schedule adjustments, and stepping into different roles throughout the day.
- **Minimum Education Level:** Highschool Graduate or GED
- **Preferred Education Level:** CDA Credential

Application Instructions

- **Submit Resume** — Email a current resume including work history and any childcare experience.
- **Provide Availability** — Include the days and times you are available for subbing, part-time shifts, or full-time consideration.
- **List References** — Provide two professional references (childcare, school, or previous employment preferred).
- **Confirm Requirements** — Acknowledge you can complete fingerprinting, background checks, and required training if hired.
- **Send to Director** — Email all materials to the center director for review.
- **Follow Up** — Applicants selected for interviews will be contacted to schedule an in-person meeting.

Language Requirements

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