Career Development Center
New York Early Childhood Professional Development Institute

# Daycare Assistant

Bright Kids Care llc

North Babylon, NY 11703

Assistant Teacher | Full-time | Onsite | $17.00 - $18.00 an hour

Posted on October 29, 2026

## Organization Statement

We are a licensed group family daycare committed to providing a safe, nurturing, and welcoming environment where children learn through play, exploration, and daily routines. We value strong relationships with families and a dependable, caring team that supports each child’s growth and development.

## Job Description

Rutledge Rising Stars Daycare is seeking a caring, dependable, and enthusiastic Daycare Assistant to join our licensed group family daycare. We are looking for someone who enjoys working with young children, takes initiative, and works well as part of a team.

Responsibilities include:

• Actively supervising children and maintaining a safe, nurturing environment.
• Supporting daily routines, including meals, diaper changes, toileting, and nap time.
• Assisting with circle time, arts and crafts, reading, and age-appropriate learning activities.
• Encouraging positive behavior, social skills, and independence.
• Cleaning and sanitizing toys, supplies, and play areas throughout the day.
• Communicating respectfully with staff and families.
• Following daycare policies, safety procedures, and confidentiality expectations.

Ideal candidates are patient, attentive, punctual, and comfortable caring for children of different ages. Consistent attendance, teamwork, and a willingness to learn are essential.

Previous childcare experience and bilingual English/Spanish skills are preferred. Candidates must be willing to complete required background checks, onboarding paperwork, and childcare training.

## Responsibilities

- Actively supervise children during indoor play, outdoor activities, meals, and rest periods.
- Assist with diaper changes, toileting, handwashing, feeding, and other daily care needs.
- Help prepare and serve meals and snacks while following children’s dietary and allergy instructions.
- Support circle time, reading, music, arts and crafts, and other age-appropriate learning activities.
- Encourage positive behavior, cooperation, independence, and social development through patient, respectful guidance.
- Clean and sanitize toys, tables, equipment, and play areas, and help keep supplies organized.
- Assist with daily records, including meals, diaper changes, naps, and activities, as directed.
- Communicate children’s needs, concerns, and incidents promptly to the provider.
- Work cooperatively with staff and communicate professionally with families.
- Follow daycare policies, safety procedures, and emergency plans, and participate in required training.

## Qualifications

- Patient, caring, and attentive, with a strong interest in working with young children.
- Dependable and punctual, with consistent availability for the agreed schedule.
- Able to work cooperatively, follow directions, and communicate respectfully with staff and families.
- Comfortable assisting with diapering, toileting, meals, cleaning, and daily activities.
- Willing to complete required background checks, paperwork, and childcare training.

- Previous childcare experience preferred.
- CPR/First Aid certification and a Child Development Associate (CDA) credential are a plus.
- Bilingual English/Spanish skills preferred.

- **Minimum Education Level:** Highschool Graduate or GED
- **Preferred Education Level:** CDA Credential (with credit-bearing certificate)

## Application Instructions

To apply, please email your resume or a brief summary of your childcare experience to Brightkids1daycare@gmail.com with the subject line “Daycare Assistant Application.”

Include your name, phone number, available workdays and hours, earliest start date, and any relevant training or certifications. Please also indicate whether you speak English, Spanish, or both.

Selected applicants will be contacted for an interview. Professional references may be requested.

## Language Requirements

English

## Additional Information

Our daycare operates Monday through Friday, from 7:00 a.m. to 6:00 p.m. Applicants should include their availability within these hours. The assigned schedule will be discussed during the interview.

We value consistent attendance, teamwork, initiative, and a commitment to providing attentive, hands-on care in a welcoming environment.

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