

Assistant Teachers

Who we are:

St. Nicks Alliance, a North Brooklyn based community organization, seeks to transform lives of low- and moderate-income people through employment, education, housing, elder care and social services. We do this by delivering impactful services with measurable outcomes to children, adults, and the elderly. As a civic anchor, we carry out this mission within the context of building a sustainable community for all people through the arts, environmental advocacy, and urban planning.

We are currently seeking multiple **full-time assistant teachers** for our Small World Early Childhood Center site in Brooklyn.

What you'll do:

- Assist in the planning and implementation of a developmentally appropriate curriculum that supports and stimulates each child's individual development using working experience, education, and community resources
- Assist in ensuring the supervision, safety, health, and engagement of children at all times
- Assist in providing a positive and supportive learning environment to children in a developmentally appropriate manner (best practice) on an informal, formal, and ongoing basis
- Assist in building relationships and communication with families to support the child's growth and development
- Communicate with families on a regular basis through phone, email, in-person, or via a remote platform
- Assist in maintaining a clean, safe, and healthy learning environment for children and staff.
- Assist in participating in CSBA and ECC program events such as open houses, family events, and curriculum night
- Assist in implementing engaging lessons and activities promoting exploration, creativity, and discovery following the best practices using Creative Curriculum and/or DOE Units of Study
- Prepare a remote to go bag and be prepared to switch to a remote learning platform within 24 hours' notice using Google Classroom
- Assist in providing daily videos and activities to enrolled students, including morning meeting, music and movement, daily read out loud, at least one at-home activity, and Google Meets via video recordings or virtual sessions of class staff
- Assist in all regularity program compliance matters such as Performance Standards, student/staff ratios, fire drills, trips, gross motor activities, and daily schedule
- Assist in interacting, observing and documenting students across development domains and areas of growth and concern using TSG on a daily, weekly, monthly, and quarterly basis
- Assist in maintaining accurate student and class records
- Assist in the observation and assessment of student work/development.
- Maintain positive and confidential communication with students and families
- Assist in the sharing of student work/growth with families on a monthly basis via monthly letters and documentation boards
- Attend and participate in all team and departmental meetings
- Attend all required trainings and professional development workshops
- Assist in maintaining an orderly and organized classroom, including restocking materials and changing bulletin boards

End Results

- Promote and maintain a safe, healthy and responsive early childhood program
- Ensure that the environment is safe, healthy, and supportive of young children
- Children are well cared for and supported in a positive manner at all times
- Parents are educated in their child's early development and encouraged as partners in the education process
- Provide and ensure an engaging and intentional learning environment
- Staff are supported in their work
- Assist in the achievement of Early Childhood Annual Campaign and fundraising goals
- The needs of the children, staff, families, branch, and community are met



What we are looking for:

- High school diploma and Teaching Assistant Certificate, or six child development child-care course credits, or 2+ years of work experience in a classroom setting (an associate degree or a bachelor's degree in Early Child Care Education preferred)
 - Minimum knowledge: Must have knowledge of child development
- Bilingual in English and Spanish, Italian, Polish, Japanese, or French preferred

What's in it for you:

- compensation range: \$18.24- \$20.48 hourly (*The actual compensation will depend on a variety of job-related factors which may include geographic location, work experience, education, and skill level.*)
- **DC37 Local 205 Union Position**
- competitive benefits package (medical, dental, vision, 401K)
- 12 company paid holidays; paid vacation, sick, and personal time off
- learning & development opportunities and access to wellness programs

How to apply:

Please send your resume and a thoughtful cover letter to mayinde@stnicksalliance.org, with "Assistant Teacher" in the subject line.

St. Nicks Alliance is an Equal Opportunity Employer. We consider applicants for all positions without regard to race, color, national origin, religion, sex, gender identity, age, disability, alienage or citizenship status, ancestry, marital status, sexual orientation, veteran status, or any other status or characteristic protected by applicable federal, state or local laws.

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