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YMCA OF GREATER ERIE -- JOB POSTING

Job Title: **Infant/Toddler Childcare Assistant Teacher, Downtown YMCA**

Status: Part-Time Plus

FLSA Status: Non- Exempt

Reports to: Mona Free, Childcare Director

Revision Date: 11/7/2018

Deadline for Resumes: **November 21, 2018**
Mona Free
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OVERVIEW:

The **Infant/Toddler Child Care Assistant Teacher** will support the teaching staff in implementing childcare programs. The incumbent will assist with carrying out the childcare mission and values by providing high quality child care services to children and parents that focus on the YMCA core values: honesty, respect, responsibility, and caring.

ESSENTIAL FUNCTIONS

- Assist with the implementation of daily plans and activities.
- Assist in supervising children and participate with children in activities.
- Maintain program site and equipment.
- Communicate with parents on an ongoing basis and assist with parent conferences.
- Assist with daily observations and child evaluations.
- Provide guidance for children's behavior.
- Maintains CACFP for meals and snacks, if applicable.

REQUIREMENTS & QUALIFICATIONS - *Required*

- Infant/Toddler child development associate credential or willing to obtain one.
- Meet Pennsylvania DHS requirements.
- Meet Early Head Start requirements.
- Minimum age of 18.
- Adult and child CPR or CPR/PR, First Aid, and AED Certifications within 30 days of hire date.
- Excellent interpersonal communication skills.
- A commitment to working with children in a developmental setting and a sincere desire to have a meaningful effect on their lives.
- Able to work with individuals from diverse backgrounds.

WORK CONDITIONS

- Perform all physical aspects of the position, including frequently moving around, bending, reaching, and lifting up to 50 pounds at a time.
- Ability to recognize and react calmly and effectively in hazardous/ dangerous situations.
- May provide children with assistance in dealing with issues such as personal hygiene, medical needs, toileting, diapering, lifting, writing, feeding, and getting in or out of transportation.
- May be exposed to verbal outbursts, physical actions or bodily fluids as a part of the childcare environment.