

2.6b TITLE: Assistant Teacher

GENERAL DESCRIPTION:

Provides a warm, nurturing, stimulating, safe and loving environment where each child has the opportunity to develop language, cognitive, social, emotional, and physical skills appropriately.

MAJOR RESPONSIBILITIES:

Children's Health and Developmental Services

1. To conduct daily health checks on each child.
2. To plan weekly activities that promotes a healthy lifestyle
3. To follow policies and procedures regarding medical and dental emergencies, short-term exclusion of children, and the administration, handling, and storing of medication.
4. To ensure that safe practices are followed to prevent injuries to children or self.
5. To maintain sanitation and hygiene procedures and participate in the maintenance of the center.

(These essential job functions are not to be construed as a complete statement of duties performed. Employees will be required to perform other related marginal duties as required.)

EDUCATION AND EXPERIENCE:

- High School Diploma or GED required
- DCF 45-hour training preferred
- Experience in a child care setting preferred

LICENSES, CERTIFICATION OR REGISTRATIONS:

- Register and complete Infant & Child First Aid and CPR certification within 6 months of hire. Renew before expiration.
- Complete TB screening within ten (10) days of hire.
- Commence within ninety (90) days and complete within one (1) year of employment the 45 DCF-required training hours
- Complete 35 hours of in-service training hours each DCF training year (July-June).