
Job Title	Assistant Teachers (Multiple Positions)
PVN ID	LA-1809-002702
Category	Instruction and Social Service
Location	LAGUARDIA C. C.
Department	Early Childhood Learning Center Programs
Status	Full Time
Salary	Depends on qualifications
Hour(s) a Week	35
Closing Date	Nov 04, 2018 (Or Until Filled)

General Description

LaGuardia Community College, located in Long Island City, Queens, educates more than 50,000 New Yorkers annually through degree, certificate and continuing education programs. Our guiding principle, “Dare To Do More”, reflects our belief in the transformative power of education—not just for individuals, but for our community and our country—creating pathways for achievement and safeguarding the middle class. LaGuardia is a national voice on behalf of community colleges, where half of all US college students study. Part of the City University of New York (CUNY), the College reflects the legacy of our namesake, Fiorello H. LaGuardia, the former NYC mayor beloved for his championing the underserved. Since our doors opened in 1971, our programs regularly become national models for pushing boundaries to give people of all backgrounds access to a high quality, affordable college education. We invite you to join us in imagining what our students, our community and our country can become. Visit www.laguardia.edu to learn more.

The Assistant Teacher will provide a successful, safe and supervised educational setting for children ages 12 months through 2.9 years of age while they are in the ECLC Program. This includes promoting the social, emotional, physical, and cognitive development of children. In addition, the teacher will encourage parent involvement in all aspects of the program, develop individual goals for children, provide on-going assessment on progress, and prepare children for future educational experiences. Additional responsibilities include:

- Ensure a safe learning environment with the ability to monitor and respond to events going on at all times in the classroom, outdoor play areas, and on field trips.
- Develop and utilize curriculum plans, which reflect parental and cultural influences and promote the social, emotional, physical, and cognitive development of children in the center.
- Create and submit lesson plans as well as observations on children.
- Respond appropriately to crisis or emergency situations that may occur.
- Assume responsibilities in the absence of Supervisor(s).
- Assist in the maintenance of inventory control sheets for classroom materials, food and supplies.

- Aid in general routines such as: lunch, nap time, housekeeping, arrival and departure of children etc.
- Consider the individual child in relationship to his/her cultural and socioeconomic background. Treat each child with dignity and respect.

Other Duties

Qualifications

- High School Diploma or equivalent required.
- Demonstrate the ability to supervise toddler children
- Ability to work effectively with others and be open to change
- Child Development Associate (CDA) certification; one year experience working in a group setting with Preschool and school age children, CPR and first aid certifications. Child abuse and maltreatment, and Infectious Disease Control training.