

Order Number:

NY1534346

Date Job Order Received:

05/16/2025

Number of Openings:

1

Company Name:

Hand in Hand Early Childhood Center

Job Title:

Infant Room Teacher

Minimum Experience Required:

6 months

Job Description:

Maintain and support the mission and philosophy of the Hand In Hand Early Childhood Center Assist in the planning and implementation of developmentally appropriated activities and experiences in the classroom Assist in the supervision of children and interaction with children in the classroom Establish and maintain a positive relationships with children and their families Organize the classroom environment daily.

Responsibilities include: cleaning up from meals, cleaning classroom, organizing classroom materials and toys at the end of each day. Complete daily prep work that is needed Obtain and document in personnel file 15 hours of training per year in the required areas by the NYSOCFS for early childhood professionals Attend all staff meetings, parent meetings, graduation night and open houses as requested by the Director You MUST work as a member of a team following the direction of the Director Follow Hand In Hand's organizational flow chart Perform duties in a professional manner at all times Maintain confidentiality with regard to information about children enrolled in the center at all times Maintain a professional appearance and excellent personal hygiene and any other duties and responsibilities as assigned by the Director Use appropriate tone and language at all times with children and/or staff as you could be overheard by children or parents Do Not call the children names that are not appropriate (freak, monster, beast and so on) **REQUIRED JOB SKILLS:** Ability to work cooperatively with a team framework Ability to follow the organizational chain of command Ability to communicate effectively with co-workers, parents and administration in both oral and written form. A firm knowledge of early childhood development and developmentally appropriate practices. Ability to operate a variety of office equipment copier, computer, fax, laminator etc. Ability to work independently after being given a task Job Type: Full-time Pay: \$15.50 per hour Expected hours: 40 per week/May be 4-10 hour days

Job Location:

Lowville, New York 13367

Pay:

\$15.50 Hourly

Benefits:

No benefits specified.

Hours per Week:

Not specified.

Duration:

Full Time, Regular

Work Days:

Monday Thru Friday

Shift

Not specified.

Public Transportation:

Not specified.

Minimum Education Required:

GED

Driver Licenses, Including Endorsements:

Not specified.

How to Apply:

To apply, contact the employer by: E-Mail, Phone or In Person

Hand in Hand Early Childhood Center

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Lowville, New York 13367

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Email: hihecc.director@gmail.com