



FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

CENTRAL CONNECTICUT COAST YMCA JOB DESCRIPTION

Job Title: **Preschool Teacher-School Readiness**
Branch: New Haven YMCA Youth Center
Reports To: Melanie Billings
Date: September 2017

GENERAL FUNCTION

Under the direction of the Preschool Lead Teacher, the **Preschool Teacher** is responsible for assisting with the implementation of the School Readiness curriculum. This may include but is not limited to assisting students with lessons and other activities, leading and/or assisting with various activities and providing the Lead Teacher with student observation notes. He she must ensure a warm, nurturing, safe and loving environment, where self-concepts are enhanced, independence encouraged, and individuality is respected.

REQUIREMENTS

1. Must be at least 20 years of age and have a high school diploma or equivalent.
 - a. Must have at least one of the following (a or b):
 - b. **CDA (Child Development Associates Credential) plus 12 approved credits** in early childhood education and at least **1080 hours** of documented supervised experience over a nine-month span of time, including working with children in a program with these standards or comparable standards. Programs must serve same ages and developmental stages as those served in this program.
2. **Child Development Certificate (CDC) plus at least 1080 hours** of documented supervised experience over a nine-month span of time, including working with children in a program with these standards or comparable standards. Programs must serve same ages and developmental stages as those served in this program.
3. Knowledge of and experience with implementation of NAEYC accreditation standards as well as Department of Public Health child care licensing standards is preferred.
4. Must be able to take direction and implement developmentally appropriate activities per the prescribed curriculum.
5. Excellent verbal and written communication skills with diverse populations.
6. Must be able to lift at least 40 pounds and complete repetitive lifting, bending, stooping and/or kneeling.
7. Must possess sufficient visual and auditory acuity to respond to emergency situations in a timely manner during high activity.
8. Must have documentation of a physical examination every two years and a TB Tine Test upon hire and must submit Department of Public Health Background Check and fingerprinting forms within 30 days of hire.
9. Connecticut Child Care CPR/First aid certification is required.
10. Administration of Medications certification is preferred.
11. Bilingual in English and Spanish preferred.

PRINCIPAL ACTIVITIES



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1. Model the character development qualities of caring, honesty, respect, and responsibility.
2. Under the direction of the Lead Teacher, assist with all aspects of implementing the child care curriculum
3. Connect quickly with children and interact positively with children and encourage their involvement in activities.
4. Be responsible for the safety of the children at all times.
5. Actively participate in all daily activities
6. Maintain effective communication and relate cooperatively to supervisor, colleagues, children, parents and visitors to ensure a safe and effective operation of the program.
7. Carry out disciplinary action when necessary and in accordance with the Discipline Policy.
8. Maintain a positive, professional attitude and loyalty to the YMCA.
9. Assist in the daily maintenance of the program.

Preschool Teacher-School Readiness

1. Guide the children by modeling behaviors that preserve the quality of supplies, equipment, and materials.
2. Be familiar with and follow emergency procedures appropriate to the site and in conformity with procedures adopted by emergency service authorities to ensure the safety of the children.
3. Execute and enforce all safety regulations, policies and procedures, including those for the prevention of child abuse. Respond quickly and effectively to accidents and incidents. Prepare and submit reports as assigned in a timely manner.
4. Inform the head teacher of any problems and/or emergency situations.
5. Attend all staff meetings and/or training workshops. Continue professional development as outlined in the Connecticut State Department of Health licensing requirements (complete training hours equal to or greater than 20% of hours worked) as well as any/all training required by other accrediting agencies.
6. Be knowledgeable and supportive of YMCA programs and encourage member participation in events and programs.
7. Assume any other duties as directed by supervisor and/or directors.

EFFECT ON END RESULT

1. To the extent there is positive growth and nurturing of children in the program by meeting individual development needs.
2. To the extent there is the creation of a warm and friendly atmosphere in which children and families can grow.
3. To the extent that program enrollment and financial goals are met or exceeded.
4. To the extent that the program meets or exceeds licensing and accreditation standards.
5. To the extent that the program reflects a positive image of the YMCA in the community.