



# WEBSTERVILLE CHRISTIAN ACADEMY

*Distinctively Different by Design*

**Job Title:** Preschool Assistant Teacher

**Salary: Pay:** \$28,000.00 - \$32,000.00 per year-Dependent upon education and experience

**Hours:** Full-time, Monday through Friday from 7 am until 4 pm, 12 months

## **Primary Responsibilities:**

- Assist classroom teacher with developing age-appropriate lessons and activities that promote and support the building of social skills, practical capabilities and self-esteem
- Collaborate with assistant teachers to supervise, guide and encourage childrens' learning and development
- Organize nap and snack hours and supervise children to ensure their safety at all times
- Communicate with parents regularly on their child's day to day progress
- Maintain a clean and tidy classroom consistent with health and safety standards
- Assist the lead teacher with classroom transitions.
- Comply with all regulations set forth by the state of Vermont for Licensed Child Care Centers

## **Desired Credentials:**

- Our ideal candidate will be knowledgeable and experienced in the early childhood field as well as child-focused, creative, and compassionate!
- 1-2 years of relevant childcare experience (preferably with children under age 5)
- Minimum of a Child Development Associate Certificate, currently enrolled in a Child Development program, or willing to obtain a Child Development Associate certification within one year of employment.

## **Skills**

- Good Communication Skills, Interpersonal Skills, Must be Organized, Capacity to multitask, Patient, Kind, Loving, Self-Starter, Willing to accept feedback and must be a team player

## **Training**

- Before beginning the job you must complete three training courses: CPR/First Aid, Protecting Vermont's Children: Reporting Abuse and Neglect and Vermont Orientation Training. All three training can be completed online.
- An additional 15 hours of training annually.