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GREATER VALLEY YMCA, ALLENTOWN BRANCH

JOB POSTING

Job Title	Infant Assistant Teacher
Department	Child Care
Reports To	Assistant Child Care Director, Early Childhood Education
Job Summary	<ul style="list-style-type: none">• Implement knowledge of appropriate infant development to create a safe environment for infants in care.• Develop and implement clear rules for safety and mutual respect, age-appropriate discipline methods and a program that demonstrates knowledge of child development.• Organize and maintain a clean, safe, structured environment in which a child can develop as a “Whole”, mentally, socially, emotionally, and physically.• Communicate regularly with program staff.• Actively participate with children in all activities and during playtime.• Follow all Department of Human Services (DHS) Regulations. Organize and maintain an environment to meet regulations.• Organize, complete and update child observations and portfolios.• Meet program objectives as determined by Director.• Be responsible for clean-up and maintenance of toys, games, materials, etc. after each activity.• Respond immediately to correct any areas of concern and/or safety.• Maintain confidentiality of information provided by parents, staff or administration.• Assist in emergency procedures including, but not limited to, fire, accident illness and facility malfunction.• Act as a positive role model and maintain a good rapport with the YMCA staff, parents and children. <p>RESPONSIBILITIES WHEN INTERACTING WITH CHILDREN:</p> <ul style="list-style-type: none">• Consistently demonstrate positive interaction with all children; talk to them and reinforce the values of caring, respect, honesty and responsibility.• Help children to develop a positive self-esteem and sense of self-worth. <p>Hours: Monday-Friday 9:00AM-6:00PM Salary: \$12.00/hour</p>
Location	Allentown YMCA, 425 S. 15 th Street, Allentown PA 18102
Hours Per Week	40
Status	Full-time
Position Requirements	Child Abuse Clearance, PA State Police Clearance, FBI Clearance and NSOR (National Sex Offender Registry Clearance) (paid for by the YMCA/must maintain employment for 6 months from hire date), Health Assessment and TB Test and two written references documenting experience with children.
Educational Requirements or Experience Required	Must meet all DHS Licensing requirements. Minimum: High School Diploma and 2 years experience working with children.
Respond To	Pat Guiteau, patguiteau@gv-ymca.org
Date Posted	09/01/2022