



Head Start Teacher Assistant

Position Summary:

Teacher Assistants for Head Start programs assist Lead Teachers in planning and implementing learning experiences that advance the intellectual, emotional, social, and physical development of children within a safe, healthy learning environment. They encourage the involvement of the families of the children of the program and support the development of relationships between children and their families.

Responsibilities:

- Utilize appropriate language, interactions, and positive discipline.
- Model positive behavior.
- Assist in instructing and supervising children in classroom activities.
- Implement age appropriate activities that support the Head Start standards, the NAEYC standards and the Creative Curriculum.
- Implement and model family style eating during meal times.
- Continuously monitor children to ensure safety at all times, and report child abuse and neglect when necessary.
- Assess children on a regular basis.
- Take pictures and maintain anecdotal notes, written observations, and other approved forms of documentation for each child.
- Administer ESI-R screening, My Teaching Strategies Creative Curriculum, Ages and Stages Questionnaire, Ages and Stages SE Questionnaire.
- Utilize research library, research, plan, and develop age appropriate activities for lesson plans in conjunction with the Lead Teacher.
- Assist the Lead Teacher in incorporating required activities into lesson plans that support children's development.
- Help Lead Teacher prepare activities that support lesson plans.
-

Mandatory Job Qualifications:

Associate Degree in Early Childhood Education from an accredited college with a minimum of one year of experience. and Level 2 Infant Toddler Credential.

OR 2 years of college with 60 college credits, which 15 should be in ECE.

Benefits: Mary Crane Center offers its employees competitive Benefits.

For a limited time, Mary Crane Center is offering a \$200.00 sign on bonus at the successful conclusion of your 90 days probation period.

How to Apply: Please forward resume to Beth Rivera brivera@marycrane.org or Fax 773-242-2881.

AN EQUAL OPPORTUNITY EMPLOYER

Visit our website: www.marycrane.org