



JOB DESCRIPTION

TEACHER ASSISTANT EARLY CHILDHOOD EDUCATION CENTER

St. Vincent's is seeking full-time and part-time Teachers Assistant for its Early Childhood Education Center. Since 1858, St. Vincent's has been providing affordable, quality childcare in a safe, loving, and nurturing environment. The Center is open year-round and is licensed for infants through pre-school.

Qualifications:

- Current enrollment in ECE coursework highly preferred, with commitment to learning Early Childhood Education Teacher degree required.
- 6 months of experience in a classroom setting or lab preferred.
- Ability to work independently with a strong level of organizational skills.
- Must possess excellent interpersonal communication skills and ability to work with all levels of clients.
- Possess good writing and speaking skills.
- Must demonstrate personal identity with and commitment to the mission and values of St. Vincent's.
- Is conscientious in follow through on job requirements and has the ability to be a self-starter.

Job description:

- Assists as assigned with lunch and nap procedures.
- Assists with the toileting of children and changing diapers or clothes when necessary.
- Assist in Kitchen when needed
- All other duties requested by administration and teachers.

Candidates must have:

- High school diploma
- 18 years of age or older
- COVID Vaccination required.
- Interest in early childhood education
- Desire to work 20 – 40 hours per week consistently.
- Adult/Child/Pediatric CPR/First Aid/AED certification preferred.
- Pre-employment negative TB test.

Must pass criminal background fingerprint check and pre-employment negative TB test. Childhood Vaccinations must also be up to date with certifications provided.

Hourly Pay \$16.00-\$20.00 / DOE – Monday - Friday.

EXCELLENT BENEFITS

- HEALTH INSURANCE
- DENTAL INSURANCE
- VISION INSURANCE
- LIFE INSURANCE
- RETIREMENT PLANS
- GYM MEMBERSHIP
- PAID HOLIDAYS (13)
- PAID TIME OFF (PTO)
- FREE CHILDCARE – 100% DISCOUNT
- EDUCATION REIMBURSEMENT
- JOB SIGNING BONUS (5% of Annual Salary)
- REFERRAL BONUS
- TRANSPORTATION BENEFIT (Paid Mileage)
- JURY DUTY PAY & BEREAVEMENT PAY

To apply, please email your resume to HR@sv-sb.org

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