



YWCA Mahoning Valley

25 W. Rayen Avenue
Youngstown, OH 44503

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ywcamahoningvalley.org

Teacher's Aide

Job Responsibilities

- Assist in daily lessons
- Assist all day to day classroom activities
- Maintain relationships with children and parents
- Create activities that are fun and engaging for children
- Comply with all ODJFS Licensing, and Step Up to Quality
- Must participate in training opportunities as necessary or assigned
- Responsible for personally maintaining current certifications and/or licensures
- Prepare and serve meals per CACFP standard guidelines
- Accurately report information as it relates to the CACFP
- Participate in annual CACFP training

Expectations

- Maintain professionalism at all times through actions and behaviors
- Display a friendly and positive attitude towards job duties, parents, children, staff members, and others (i.e. visitors, volunteers, community partners) and willingly perform job duties
- Must display a positive mood and reflect enjoyment in the performance of job responsibilities and interactions with children, families, staff, volunteers, et al
- Understand and appropriately respond to the needs of other staff, parents, children, visitors
- Communicate effectively by using productive comments, pleasant expressions, and welcoming gestures
- Must be a team player

Required Qualifications

- 2+ years of experience working with children in a classroom setting
- Bachelors or Associates in early Childhood education preferred
- CDA or similar early childhood education certificate preferred
- Must be able to pass BCI/FBI background check in accordance with ODJFS Licensing regulations and Step Up Standards
- Must be able to pass a medical exam in accordance with ODJFS licensing Regulations
- Must be able to pass a drug screen
- Must be able to meet qualifications as required for Step Up To Quality (SUTQ)

Job Type: Full-time, EOE

Benefits:

- Dental insurance
- Employee discount
- Paid time off
- Professional development assistance
- Retirement plan
- Vision insurance

Schedule:

- 8 hour shift
- Day shift
- Monday to Friday