



FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

Skagit YMCA is currently hiring Assistant Teachers for Early Learning Centers located in Mount Vernon and Burlington.

Skagit Valley Family YMCA is the biggest childcare provider in Skagit county and has been offering childcare since 2005. When you join Y, you become part of **our mission to create positive community change through relationships by empowering the mind, body, and spirit of ALL.**

Best candidates are individuals that thrive working in a high-quality early learning environment and are thinking about the early learning field as a career. We care about and invest in our employees. We encourage you to apply if you are passionate about working with kids and possess the right skills!

The Y supports all of its employees' growth. We help with training costs, offer room for upward mobility, free YMCA membership with Y member discounts on childcare, and much more! This position is based on 15-29 hours per week, Mon-Fri. Various shifts are available, depending on the center location.

We understand, work/life balance is paramount nowadays, so we may offer some schedule flexibility.

Below you will find a detailed job description:

POSITION SUMMARY: This position helps the Lead Teacher implement a program curriculum to provide direction for children in the early learning classrooms. Provides a quality experience to children and parents that focuses on building achievement and belonging in youth and relationships among youth and within families.

OUR CULTURE: Our mission and core values are brought to life by our culture. In the Y, we strive to live our cause of strengthening communities with purpose and intentionality every day. **We are welcoming:** we are open to all. We are a place where you can belong and become. **We are genuine:** we value you and embrace your individuality. **We are hopeful:** we believe in you and your potential to become a catalyst in the world. **We are nurturing:** we support you in your journey to develop your full potential. **We are determined:** above all else, we are on a relentless quest to make our community stronger beginning with you.

ESSENTIAL FUNCTIONS:

- Implement plans specified by the Lead Teacher concerning daily/weekly schedule, individual and group activities for children, lesson plans, room arrangement, and learning center.
- Prepares materials and learning areas, participates in or guides activities for the social, nutritional, physical, emotional, and academic development of children.
- Lead classroom activities in the absence of the lead teacher.
- End of shift housekeeping and prep for the next day, assuming an equal share of duties.
- Treat children with dignity and respect.
- Supervise the children to be self-reliant and to relate to others in a positive manner.
- Guiding and modeling for children appropriately in the areas of communication and personal hygiene.
- Helping children become aware of their roles as integral members of a group.
- Support/conduct observation of children with guidance from the Lead Teacher.
- Implement and reinforce the same behavior management strategies utilized by the program.
- Attend all staff meetings and required trainings.
- Assist with the implementation of USDA Food program, i.e. ...Food preparation, serving of meals and snacks, and recording accurate meal counts and other documentation.
- Assist the teachers and site director in other duties as required.

QUALIFICATIONS:

- Minimum 18 years old and have a high school diploma or equivalent.
 - Child development knowledge and experience preferred.
 - Demonstrated ability to relate effectively to diverse groups of people from all social and economic segments of the community
 - Highly developed organization and prioritization skills and dedication to completing tasks in a timely manner.
 - Word, Excel, and computer knowledge preferred.
 - Negative TB symptom screen prior to start.
 - MMR vaccination verification prior to start.
- As mentioned in the beginning, we care about our employees. ***Upon hiring, you will receive assistance with obtaining certificates that are required for licensing.***

WORK ENVIRONMENT & PHYSICAL/MENTAL DEMANDS:

The requirements described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- While performing the duties of this job, the employee is occasionally required to use a computer, and other office equipment, and be able to communicate using phones and electronic devices.
- The employee is required to sit, stand for long periods (with periodic rest breaks), reach, bend, move around the work environment, and be able to respond quickly to all emergencies. The employee may occasionally lift and/or move up to 50 pounds or a small child.
- Specific vision abilities required by this job include close vision, distance vision, and the ability to adjust. The noise level in the work environment varies from low to high.
- The employee will be regularly required to use written and oral communication skills; read and interpret data, information, and documents; analyze and solve non-routine and complex problems; may use math and mathematical reasoning; observe and interpret situations; learn and apply new information or skills; perform highly detailed work on multiple, concurrent tasks and work under intensive deadlines with frequent interruptions.
- The employee must be able to interact with members, staff, volunteers, and others encountered in the course of work, some of whom may be dissatisfied individuals.
- This position is 15-29 hours a week based on a Monday through Friday workweek. Local travel may occasionally be required.

Job descriptions represent a general outline of job duties, functions, and qualifications. They are not intended to be comprehensive in nature. In addition, jobs evolve over time and therefore their description may not reflect the precise nature of the position at a given point in time.

Job Type: Part-time

Pay: Starting at \$13.69 per hour