



Preschool Teacher's Aide: Job Description

Kingsport Child Development Center is seeking a Teacher's Aide for the preschool age classroom. General job requirements and expectations are as follows:

- CDA Competencies and Standards implemented and maintained
- Maintain NAEYC's Ethical Code of Conduct
- Maintain confidentiality of children, families, staff and Center at all times
- Participate in special events
- Attend monthly staff meetings
- Attend recommended or required training, workshops, etc.
- Maintain effective communication and professionalism with children, families, and staff
- Respect and adhere to the Center's policies and procedures
- Present a neat, clean and appropriate appearance
- Prompt and regular attendance
- Ability to lift 40 pounds and carry it 100 feet
- Ability to sit on the floor with children
- Minimum of three years of experience in licensed childcare center
- CDA certification or Early Childhood Education degree preferred

Job Title: Teacher's Aide	Pay: Based on education and experience
Supervisor: Executive Director	Position Supervises: None

<p>Job Duties:</p> <ul style="list-style-type: none"> • Effectively communicate with children, families and staff • Provide a safe, happy environment for the children in your care • Plan and implement a variety of developmentally appropriate classroom activities • Adhere to the classroom and Center schedules • Maintain cleanliness including after lunch, snack, art projects and at end of day • Assist with children's personal hygiene • Be a team player and assist other staff, as needed • Follow all state child care requirements
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By signing, I understand and can complete these requirements:

Signature: _____ Date: _____

Requested pay rate: _____ Available start date: _____

Please attach resume and contact information to your application and return to KCDC at 118 Clay Street. Or send via email to kcdc118@gmail.com.