ASSISTANT TODDLER TEACHER

BOYS & GIRLS CLUBS
OF BENTON AND FRANKLIN
COUNTIES

SUPERVISOR

Early Learning Area
Director and
Site Coordinator

STATUS

Full time, hourly

STARTING SALARY RANGE

$17.25-$20.00
DOQ/DOE/Hour

$.50/hr additional pay for bi-lingual staff (assessment required)

BENNEFITS

Optional Medical Insurance

Optional Dental/Vision

401K (pending eligibility requirements)

Staff Childcare Discounts

Paid Holidays

Sick and Vacation time

ORGANIZATION DESCRIPTION

The Boys & Girls Clubs of Benton and Franklin Counties is committed to empowering all young people, especially those who need us most, to reach their full potential as productive, caring, responsible citizens. Consistent with our values of Respect, Integrity, Stewardship, and Passion for Youth; we provide a broad range of programs and activities focused on our priority outcomes of Academic Success, Healthy Lifestyles, and Good Character and Citizenship. Boys & Girls Clubs of Benton and Franklin Counties began in 1995 and now serves over 2200 club members each year at multiple club locations. The Club is currently working with community partners to establish additional club sites in underserved communities.

POSITION SUMMARY

Under the supervision of the Site Coordinator, the Toddler Assistant Teacher will support the Lead Teacher in implementing a variety of activities to promote physical, mental and social development for youth ages 2-3 years of age. The Assistant Teacher visibly enjoys working with children, strives to create an environment that is safe and fun while helping members build confidence and skills. The Assistant Teacher fosters positive relationships with children, families, staff and school personnel. The Assistant Teacher should be passionate about implementing great programming in a busy environment.

QUALIFICATIONS

- Experience working with ages ranging from birth-preschool
- 18 years of age or older
- Ability to remain poised, positive, and energetic in a busy work environment
- Ability to plan and manage multiple tasks and to develop solutions to problems
- Strong verbal and written communication skills
- State Initial Certificate (preferred)
- 30-Hour STARS Certificate (Preferred)
- Tuberculosis Test (Preferred)
- CPR/First Aid Card (Preferred)

- Blood Borne Pathogens Training (Preferred)
- Food Handlers Card (Preferred)

JOB FUNCTIONS

- Implement activities to meet the physical, emotional, intellectual and social needs of the children in the program. Activities should also be consistent with the organization's mission and priority outcome areas.
- Adapt teaching methods and instructional materials to meet children's varying needs and interests.
- Establishes a program setting that ensures the health and safety of members.
- Maintain cleanliness of the classroom and manage program supplies.
- Ensure that Washington State Administrative Codes are being followed, as well as best practices to make certain we are offering the best program possible to our members.
- Attend required meetings and trainings in order to maintain and improve professional competence.
- Other duties as assigned.

APPLICATION PROCESS

Please submit a cover letter and resume to heather.robertson@greatclubs.org.
Position will close as filled.

Boys & Girls Clubs of Benton and Franklin Counties is an Equal Opportunity Employer.

GREAT FUTURES START HERE.