

# Assistant Teacher Prschool

Mount Kisco Child Care Center

Mt Kisco, NY 10549

Assistant Teacher

Full-time

Onsite

\$17.50 - \$19.50 an hour

Posted on August 10, 2026

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## Organization Statement

Mount Kisco Child Care Center is a non profit, NAEYC accredited Child Care Center, whose mission is to provide high quality care for every child in the community regardless of a family's ability to pay. We are seeking Full time Assistant teachers and Full-time floaters/substitutes who love children and want to be part of our MKCCC family.

## Job Description

We are seeking a caring, dependable, and enthusiastic Preschool Assistant Teacher to join our early childhood education team. The Assistant Teacher works collaboratively with the Lead Teacher to create a safe, nurturing, and engaging classroom environment where young children can learn, explore, and develop. Responsibilities include supporting daily classroom routines, assisting with activities and transitions, supervising and engaging with children, maintaining a clean and organized classroom, and building positive relationships with children, families, and colleagues. The ideal candidate is patient, flexible, team-oriented, and passionate about working with young children.

## Responsibilities

- Support the Lead Teacher in providing a safe, nurturing, and engaging classroom environment.
- Supervise and actively engage with children throughout the day, ensuring their safety and well-being.
- Assist with planning and implementing age-appropriate activities that support children's social, emotional, cognitive, language, and physical development.

- Assist children with daily routines, including meals, toileting, handwashing, dressing, rest time, and transitions.
- Help maintain a positive classroom environment by encouraging appropriate behavior and supporting children in developing independence and self-help skills.
- Follow classroom routines, schedules, and established program policies and procedures.
- Support transitions between activities, classrooms, outdoor play, meals, and other daily routines.
- Maintain a clean, organized, and developmentally appropriate classroom environment.
- Assist with classroom observations, documentation, and assessment of children's development and learning.
- Communicate respectfully and professionally with children, families, teachers, and other staff members.
- Work collaboratively with the teaching team to meet the individual needs of children and support classroom goals.
- Follow all health, safety, supervision, licensing, and program requirements.
- Attend staff meetings, professional development, and required training.
- Maintain confidentiality regarding children, families, and program information.
- Perform other duties as assigned to support the overall operation of the classroom and center.

## Qualifications

- High school diploma or equivalent required; additional coursework or education in Early Childhood Education or a related field preferred.
- Previous experience working with preschool-aged children preferred.
- Demonstrated interest in and commitment to working with young children.
- Ability to work collaboratively as part of a teaching team.
- Strong communication and interpersonal skills.
- Patient, dependable, flexible, and responsive to the needs of young children.
- Ability to follow directions, classroom routines, and program policies and procedures.
- Ability to establish positive, respectful relationships with children, families, and colleagues.
- Must meet all applicable New York State Office of Children and Family Services (OCFS) requirements for the position.

- Must be able to complete required background checks, health clearances, and mandated training.
- Ability to safely perform the physical responsibilities of the position, including standing, walking, bending, lifting, and assisting with young children as needed.
- **Minimum Education Level:** Highschool Graduate or GED
- **Preferred Education Level:** CDA Credential

## Application Instructions

email resume to [kwilson@mkccc.org](mailto:kwilson@mkccc.org)

## Language Requirements

English

## Additional Information

Ability to also speak Spanish is preferred, but not required.