

Teacher Assistant

Greater Opportunities for Broome and Chenango

Greene, NY 13778

Assistant Teacher

Full-time

Onsite

\$19.45 - \$19.45 an hour

Posted on September 15, 2025

Organization Statement

We help our surrounding communities with comprehensive services that include emergency assistance, advocacy, early education, and safe and affordable housing. The braiding of community resources and the building of effective partnerships, serves as the cornerstone for the foundation and success of our agency.

Job Description

Assists the Teacher in carrying out classroom activities, shares in the responsibility of recordkeeping and providing a safe and healthy learning environment for children.

In the absence of the Teacher Director the Assistant Teacher will assume responsibility for supervising the staff in the classroom.

Responsibilities

1. its Standards of Conduct.
2. Assists in ensuring the agency meets all federal, state, and local regulations.
3. Works within a team to plan and administer a comprehensive program of services.
4. Demonstrates a work ethic that recognizes and supports persons of varying socio-economic, ethnic, cultural, and educational backgrounds.
5. Interacts and communicates effectively with co-workers, customers, and community members in a professional and respectful manner.

6. Immediately reports child abuse/maltreatment to New York State Central Registry and appropriate administrative staff.
7. Maintains confidentiality of information regarding children, families, staff, and program issues.
8. Follows procedure when “calling in” due to illness and for use of other leave.
9. Participates in all required meetings and trainings and shares information with colleagues as needed.
10. Drives an agency vehicle and transports families as necessary.

Qualifications

Associates Degree in Education or related field with a minimum of 12 credit hours in coursework related to ECE. One year of experience in a preschool setting. A valid NYS driver's license is required. Willing to attain and maintain Medication Administration Training certification and First Aid/CPR certification.

- **Minimum Education Level:** CDA Credential
- **Preferred Education Level:** Associate's Degree

Application Instructions

Apply online: <https://secure.entertimeonline.com/ta/OPPC.careers?CareersSearch=&lang=en-US>