

Infant Teacher

A Work of Heart Preschool and Childcare

Huntington Station, NY 11746

Assistant Teacher

Full-time, Part-time

Onsite

\$17.00 - \$19.00 an hour

Posted on September 10, 2026

Organization Statement

A Work of Heart provides an environment that fosters each child's unique abilities. Our programs are designed to instill a love of learning. We partner with parents so that children will embrace their environment and know that they will find kindness and joy here. We will respect each child's individuality and provide learning experiences that will capture their natural curiosity and interest.

Job Description

The Assistant Infant Teacher supports the lead teacher in providing a safe, nurturing, and developmentally appropriate environment for infants. This role assists with daily caregiving routines, early learning activities, classroom organization, and communication with families while following all childcare center policies and licensing requirements.

Responsibilities

- Assist the lead teacher with the daily care and supervision of infants.
- Maintain a safe, clean, warm, and engaging classroom environment.
- Support feeding, diapering, nap routines, handwashing, and other personal-care needs.
- Prepare and sanitize bottles, feeding areas, toys, equipment, and classroom surfaces according to health and safety procedures.
- Follow each child's individual schedule, care plan, dietary needs, and developmental needs.
- Provide responsive, comforting, and nurturing interactions with infants.

- Engage children in age-appropriate activities that encourage sensory, physical, social-emotional, language, and cognitive development.
- Observe and document children's behaviors, developmental progress, routines, and milestones.
- Help prepare lesson plans, learning materials, and classroom activities.
- Support positive behavior guidance using gentle, respectful, and age-appropriate methods.
- Maintain accurate attendance, feeding, diapering, sleep, incident, and health records.
- Monitor infants closely and respond promptly to their needs.
- Communicate professionally and respectfully with parents, guardians, teachers, and administrators.
- Share relevant updates about children's daily activities, routines, and progress with families.
- Follow emergency procedures, child-protection policies, health regulations, and center protocols.
- Participate in staff meetings, training sessions, professional development, and classroom planning.
- Assist with classroom transitions, opening and closing duties, and maintaining supplies.
- Work cooperatively with the teaching team to ensure consistent care and supervision.
- Perform other related duties as assigned.

Qualifications

- High school diploma or equivalent preferred; early childhood education coursework is an advantage.
- Previous experience working with infants or young children preferred.
- Knowledge of infant development, safe sleep practices, and basic childcare procedures.
- Current CPR and first-aid certification, or willingness to obtain certification.
- Ability to lift and safely handle infants and childcare equipment.
- Strong communication, teamwork, patience, and observation skills.
- Ability to meet all applicable childcare licensing and background-check requirements.
- **Minimum Education Level:** Highschool Graduate or GED

- **Preferred Education Level:** Some College Credits

Application Instructions

Email your resume to, Jillian Terembes, missjillian@workofheartchildcare.com

Language Requirements

English

Additional Information

We believe that great childcare starts with great teachers. We want our staff to feel respected, supported, and proud of the work they do. If you are patient, nurturing, reliable, and passionate about working with young children, we would love to meet you! Whether you are an experienced early childhood educator or someone who is beginning their career working with children, we want to hear from you. Come be a part of our team where what you do every day truly matters!

We also offer:

401k plan for full-time employees

15-20 paid holidays per year for employees that work 20+ hours

5 sick days per year

after 1 year of service, 1 week paid time off (increases with longevity)

paid lunch break