Career Development Center
New York Early Childhood Professional Development Institute

Assistant Infant Toddler Teacher

Montessori Children's Center

West Harrison, NY 10604

Assistant Teacher | Full-time | Onsite | $17.00 - $18.75 an hour

Posted on October 28, 2026

Organization Statement

At MCC, we are proud of the exceptional quality and dedication of our teaching team. Our faculty, consisting of Montessori-certified teachers and caring assistants, embodies our commitment to delivering truly authentic year-round Montessori in a child care setting. The Montessori Children’s Center was the first Montessori program in the United States to offer full-time, year-round child care for infants, toddlers, and preschoolers. We are a supportive community that applauds the individual and diverse gifts of children and adults. Our classrooms are safe and nurturing environments where children are allowed to explore and discover their unique place in the world. Our Montessori teaching enables us to strive to understand the individual needs of each child in our care, including their physical, social, emotional, intellectual, and spiritual needs, while we create an interdependent community to help propel a strong sense of connection and support development. MCC has been a model center since 1991, and we continue to advocate for Montessori and childcare.

Job Description

The infant or toddler assistant works closely with the head teacher to provide safe supervision at all times while offering a nurturing, calm, caring environment that supports learning, discovery, and the development of independence, physical, social,and emotional skills, and concentration, meeting children's individual needs.

Responsibilities

Responsibilities for a Teacher's Assistant working with Toddlers or Infants:

- Safely supervising at all times.
- Assisting with daily activities (eating, diapering, dressing, transitions, and helping children fall asleep at nap).
- Helping to keep the classroom environment tidy.
- Interacting with parents and the team in a positive, friendly manner.
- Assisting the Head Teacher with observations, record-keeping, and daily routines.
- Competent to close at the end of the day.
- Calm, warm, patient, and joyful personality.
- Being a team player.
- Enjoys the company of young children.

Qualifications:

- One year of previous experience working with infants or toddlers in a licensed child care or Montessori setting.
- Two letters of reference.
- Receptive and Expressive English language proficiency.
- Salary commensurate with experience.

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- **Minimum Education Level:** Highschool Graduate or GED
- **Preferred Education Level:** Highschool Graduate or GED

Application Instructions

Send cover letter email and resume, including one-year of professional experience working in a licensed child care center or Montessori school, and 2 references to the Director, Dr. K.T. Korngold, ktkorngold@cmteny.com

Language Requirements

English

Additional Information

Benefits include:

- Beautiful staff break room to relax in
- 401K with matching means free money for you
- Job Advancement Opportunities
- Employer contribution to health insurance
- Dental Insurance
- Vision Insurance
- HSA
- One-hour paid lunch break after probation period ends
- Free on-site parking
- Meaningful professional development opportunities
- Mentoring and coaching support
- Beautiful campus
- Close to White Plains Train Station and within walking distance to the Bee-line bus
- Employee break room with free coffee
- Annual recognition for birthdays
- Occasional paid staff lunches
- Annual ice cream truck day

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