



Position Title: Early Childhood Assistant Teacher
Status: Full Time/Non-Exempt
Reports to: Director of Early Childhood Education
Email: Michelle Cicchitelli, mcicchitelli@jewishallianceri.org

Background:

The Jewish Alliance of Greater Rhode Island (the Alliance) serves to enrich the quality of life for Jews in Rhode Island, in Israel, and around the world. Today's Alliance is where the community comes together as one to develop responses to critical issues facing Rhode Island. We do this through philanthropy, education and wellness opportunities, community relations, and by convening agencies, synagogues, and organizations to address issues of common concern. Together, we translate Jewish tradition and values into action. All of our work is guided by our core values:

- Tzedakah: upholding the Jewish traditions of righteous giving and justice.
- L'dor v'dor: securing a future filled with Jewish tradition and heritage.
- Tikkun Olam: repairing the world.
- Hineni: standing with others so no one stands alone.
- Klal Yisrael: supporting worldwide Judaism and the State of Israel.
- Torah: pursuing knowledge and lifelong learning.

Summary of Job Description:

The Assistant Teacher, will work closely with the Lead Teacher to help deliver the academic, social-emotional growth and development of all children in your care, which may include infants, toddlers and/or preschool age children. The Assistant Teacher provides knowledge and insight, ideas and creativity to the teaching team, and helps maintain parent communication.

Primary Responsibilities:

- Support Lead Teacher with all responsibilities of the day-to-day programming
- Contribute ideas to the development of weekly plans and implementation of age appropriate curriculum
- Assist the Lead Teacher with parent-teacher conferences twice a year
- Take direction and give support in preparing the classroom including setting up centers, preparing needed materials and supplies, and carrying out activities
- Work with children, individually and in small groups to provide care, protection and guidance
- Report all classroom concerns to Lead Teacher in a timely manner
- Direct the classroom in the absence of the Lead Teacher
- Participate in professional development according to DCYF and NAEYC regulations
- Participate in school social and family education programs and meetings, as well as larger organizational programs and trainings, as needed, including monthly staff meetings

Qualifications:

- Demonstrated experience with the Alliance's core values and a clear commitment to them



Jewish Alliance

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- Strong interpersonal and communication skills, and the ability to work effectively with a wide range of constituencies in a diverse community
- Working knowledge of the growth and development of young children and ability to utilize this information in the classroom
- Strong written and oral communications skills
- Ability to set priorities and handle multiple projects. Strong organizational skills
- Enthusiastic and self-motivated individual who is comfortable working in a fast-paced environment, including occasional nights and weekends
- Ability to work closely with others in a team environment and effectively interact with all levels of management, parents and volunteers
- Must have or willingness to obtain Pediatric First Aid and CPR certification
- A.A. in early childhood, CDA or evidence of working on an Associate Degree in Early Childhood or related field
- Prior experience teaching in an early childhood center or classroom setting
- Judaic knowledge or willingness to acquire
- Understanding of Rhode Island Early Learning Standards, DCYF, BrightStars, and NAEYC, or willingness to acquire
- Pass criminal background check and TB (Tuberculosis) test clearance dated within the last 6 months