



RACINE FAMILY YMCA JOB DESCRIPTION

Job Title: SACC Assistant Teacher
Supervisor: School Age Child Care Director

Function

Assist in providing children and parents with a supportive learning environment and dynamic educational experiences that enable them to achieve academic success and develop personal responsibility and integrity through the YMCA core values: honesty, respect, responsibility, and caring.

This is a seasonal part-time, non-exempt position. 20-25 hours per week, Monday – Friday.

Qualifications

1. Meets educational and experience qualifications established by state law (if the state sets requirements. The YMCA should establish minimum qualification standards if the state has no requirements). 25 hours of continuing education.
2. At least 18 years of age (The age minimum may be higher depending on state law).
3. CPR, First Aid, AED certifications and Child Abuse prevention training within 60 days of hire date.
4. Previous experience working with children in a developmental setting preferred.
5. Ability to plan, organize, and implement age-appropriate/developmentally appropriate program activities
6. Previous experience with diverse populations.

Job Segments

1. Implements curriculum within the established guidelines.
2. Assists lead teacher in activities.

Examples:

- Knowing how many kids are present at all times.
 - Group Games and activities.
 - Art & Crafts
 - Homework
3. Assists the children in all activities.
 4. Maintains communication with parents, and engages parents as volunteers.
 5. Maintains knowledge of licensing rules and regulations.
 6. Maintains knowledge of parent handbook.
 7. Maintains required program records.
 8. Attends and participates in family nights, program activities, staff meetings, and staff training.

Effect on End Results

Ability to plan, lead and participate in all activities.

The above statements describe the general nature of work being performed in this job. They are not intended to be an exhaustive list of all duties, and additional responsibilities may be assigned, and required by management.