



**Baxter Child Development Center
Floating Teacher Job Description**

Baxter Child Development Center is searching for qualified classroom teachers to join our team! Baxter CDC is a Nationally Accredited early learning program providing educational experiences and loving care for children six weeks through 5 years old during the school year, and through 12 years old during summer. We are looking to fill a part time floating teaching position.

Job Summary:

The Floating Teacher assists the lead and assistant teachers in caring for the children, daily tasks and preparations to keep the classroom running smoothly.

Employment Status: Part time, \$14 - \$15/Hour

Job Functions:

- Assist staff, as needed in the classroom
- Keep communication current with parents and Child Development Center Director
- Assist children during teacher-led activities and lessons, and models the correct way to do tasks like cutting and gluing. It may also be necessary to assist teachers with preparation for activities by cutting out or assembling materials.
- Assists with snacks and with children feeding themselves, while being mindful of each child's dietary restrictions
- Keep classroom neat and sanitized to licensing regulation standards
- Maintain professional attitude

Description



- Treat children, parents, and other teachers with respect and dignity
- Perform other duties as assigned by the Center Director
- Adheres to all guidelines contained in Baxter's Employee Handbook
- Demonstrates friendliness, dependability and trustworthiness towards others

Essential Competencies Required:

- Culturally Competent
- Flexible/Resilient
- Ability to Multi-Task
- Results-Oriented Thinking & Behavior

Knowledge's, skills & abilities:

- Knowledge of safety regulations, practices and procedures
- Ability to work well with others in a team approach
- Ability to communicate effectively, both orally and in writing.

Minimum Required Education and Experience:

- High school diploma or equivalent required
- Associates degree or Child Development Associates Credential (CDA) preferred
- Prior experience working with children and families

Additional requirements:

- Position is identified as having regular contact with children in accordance to public law; therefore, a criminal background check must be completed

Description



- Walking, standing, bending, and carrying of small and light objects

To be considered for the position, applicants must send cover letter and resume via email. Applications will be reviewed as they are received.

- Send cover letter and resume to:
 - aaarie@baxtercommunitycenter.org