



Early Head Start Teaching Assistant * Recap, Inc. Woodbourne and Monticello, NY

Overview: Recap, Inc. (Regional Economic Community Action Program) is seeking Early Head Start Teaching Assistants in Woodbourne and Monticello, NY.

The Infant/Toddler Early Head Start Teacher Assistant supports the classroom teacher in providing high-quality, responsive care and education to a group of up to eight infants and toddlers. This role works under the guidance of the Teacher to promote children's health, safety, and developmental progress in alignment with the Head Start Program Performance Standards (HSPPS), NYS Child Day Care Regulations, and agency policies. The Teacher Assistant fosters positive relationships with children and families, implements activities as directed, and assists in maintaining a safe, nurturing, and engaging environment.

Responsibilities:

Assist the Teacher in preparing lesson plans and materials aligned with Creative Curriculum, ELOF, and NYS Early Learning Guidelines.

Maintain health and safety practices (e.g., safe sleep, sanitation, hazard checks) in accordance with HSPPS and OCFS.

Engage in responsive caregiving routines including arrival, feeding, diapering/toileting, rest, and transitions, ensuring supervision and safety.

Collaborate with the Teacher, Education Manager, Health and Family Services staff, and specialists to meet individual child needs.

Skills required to perform the job:

Planning

Family Partnerships

Program Implementation

Communication and record keeping

Requirements

High School Diploma or GED

1 Year Experience

Physical Exam

Reference Check

Background Check

Shift, Salary, and Benefits: This is a Full-Time position, Monday - Friday, 8:00 AM - 4:00 PM, \$19.00-\$21.00 hourly, Benefits include Health Insurance, Dental Insurance, Paid Vacation, Paid Sick Leave, Holidays, and 401K/Retirement.

To apply email resume to Rachael Cox at rcox@recap.org.