



The First Presbyterian Church **Nursery School** 12 West 12 Street NY, NY 10011 212-691-3432

**WE ARE** The First Presbyterian Church Nursery School. Established in 1952 as a community mission of The First Presbyterian Church of New York, the school currently serves over 100 students aged 2-5 years of age. Pedagogically rooted in play-based instruction the FPCNS curriculum is inspired by the project based emergent philosophy of the Reggio Emilia schools of Italy.

**WE SEEK** an exceptional assistant teacher to join a team of Early Childhood Educational professionals, which includes one head teacher and one assistant. This is a 10-month full time exempt, or non-exempt, position. The ideal candidate will provide support in the following areas: student engagement and interaction, especially through the separation process; classroom observations and documentation; curriculum development; professional dialogue and engagement with families through ongoing communications. Other functions also include, but are not limited to, maintaining student health and safety standards consistently; and contributing to the preparation and care of the classroom environment.

**BENEFITS** The First Presbyterian Church offers a competitive compensation and benefits package including health coverage, retirement benefits, paid sick leave, vacation and holidays, tuition reimbursement and access to professional development resources.

**HOW TO APPLY** Interested candidates are encouraged to submit a cover letter, resume and three letters of reference to the attention of Halima Fuller, Interim Director. All resumes must be submitted to [nsoffice@fpcns.org](mailto:nsoffice@fpcns.org). No paper resumes will be considered. No telephone calls, please. The position will remain open until filled.



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## POSITION DESCRIPTION

<b>Position Title:</b>	Assistant Teacher
<b>Position Summary:</b>	This is a full-time, exempt or non-exempt status position.
<b>Principal Working Relationships:</b>	Reports to Director and Head Teacher.

### Competencies & Skills Required:

- Experience and enthusiasm in working with 2, 3 and 4-year-old children
- Experience in guiding young children through the separation process
- Strong collaboration skills to assist in organizing, developing, and implementing an emergent play-based Reggio Emilia inspired educational program
- Strong communication skills and the ability to contribute to verbal and written observations of young children
- Experience with technology including, but not limited to, G Suite, Microsoft Office, iMovie Quicktime, Instagram and/or SeeSaw
- Warm, nurturing demeanor with an ability to connect with young children and their families
- Flexibility and a positive and collaborative professional disposition
- Willingness to participate in ongoing professional development

### Qualifications:

- Bachelors degree in ECE or a related field
- Experience working with young children; professional experience in an Early Childhood classroom
- Documentation to fulfill mandatory DOH requirements

This is a full-time position. Salary is commensurate with experience.

Updated May 2022 .