



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. No paper resumes will be considered. No telephone calls, please. The position will remain open until filled.

The First Presbyterian Church is an equal opportunity employer.



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POSITION DESCRIPTION

Position Title: Assistant Teacher
Position Summary: This is a full-time, exempt or non-exempt status position.
Principal Working Relationships: 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 .