



JOB ANNOUNCEMENT

Assistant Teacher

Required Education and Experience:

- 6 semester units in ECE OR an ROP Certificate
- Child Development Assistant Teacher Permit (optional)
- Fingerprint, Child Abuse Index, TB and Health Clearances.
- First Aid and Pediatric CPR

Required Knowledge and Abilities:

- Knowledge of child development principles and young children.
- Knowledge of developmentally appropriate curriculum planning
- Ability to establish and maintain effective working relationships with children, parents and staff.
- Ability to communicate effectively in both verbal and written communications. Bilingual (English/Spanish) abilities are a plus.
- Ability to be flexible

Responsible for:

- Providing primary care and safety for children
- Implementing appropriate activities for children each day
- Participating in the observation and evaluation of each child's progress and complete developmental assessments, as required
- Conducting biannual parent conferences for each child in primary group
- Working cooperatively with staff members, CDCLA administration and parents
- Maintaining written record of lesson plans
- Actively participating in all trainings and staff meetings
- Other responsibilities as assigned

Compensation:

Commensurate with education and experience. Full-time, permanent, non-exempt position. Benefit package includes paid holidays, vacation and sick days.

Selection Process:

Please visit our website <http://www.cdcla.org> or contact Human Resources at 213-353-1600 x12 for an application. Required documents include CDCLA application, resume, and copy of transcripts.

1930 Wilshire Boulevard., Suite 602
Los Angeles, California 90057

Phone: 213-353-1600 x14
Fax: 213-353-0795
Email: info@cdcla.org
<http://www.cdcla.org>

*Making a difference in
the lives of children and
their families*