



Teacher Assistant (Float) Family Developmental Center

Agency Overview

Founded in 1889, Family Service Agency of San Francisco is the oldest nonsectarian, nonprofit charitable social-services provider in the City and County of San Francisco. Our mission is to strengthen families by providing caring, effective, and innovative social services, with special emphasis on the needs of low-income families, children, and the elderly and disabled people, thus improving the quality of life for all San Franciscans.

Program Description

Family Developmental Center (FDC) offers a developmental childcare and school-readiness program for infants and toddlers and preschoolers (2 weeks to 4 years old) and their families. This multicultural, developmental and educational childcare program provides a nurturing, developmentally challenging, and inclusive environment for very young children of low income, at-risk families. FDC also offers a mainstreaming model for medically fragile and developmentally delayed infants and toddlers. Blending clinical and educational components for the children and their families, the program provides assessment, Individual Education Plans, and a play-based curriculum which focuses on child initiated and teacher directed activities. Additionally, FDC offers family support, parent education, speech therapy, occupational and physical therapy, psychological therapy for children and families, and an on-site Nurse monitors children's health. All of FDC's teaching staff holds early Childhood Education credentials. As components of its program; FDC also encompasses the Child Care Food Program, the Developmental Education for Parents Program, the Golden Gate Regional Primary Therapeutic Day Program, the Molera Medically Fragile Infant/Toddler Program, the Sanguinetti Special-Needs Therapy Program, and the California Department of Education General Child Development Program.

Brief Job Description

Assist in the care, development and instruction of children under the supervision of the Teacher/Associate Teacher.

Program Specific Responsibilities

- Strong team member sought to support teacher, classroom staff, children and parents.
- Support and reinforce leadership of the teacher, serving as a role model for the children.
- Supervises children under his / her care at all times to insure their safety.
- Works cooperatively as a team member with other staff to carry out assigned tasks including activities, child care duties, housekeeping tasks and record keeping so that all the required work for the room is completed in a timely manner.
- Greets parents or guardian cordially and professionally and exchanges accurate information concerning the child's needs and how his / her day has been daily.
- Records data related to child's development.
- Participates in staff meetings, parent meetings and in-service training as required.
- Assists in inventorying supplies and preparing orders.
- Assists with cleanups before, during and after activities as needed.
- Any other such job-related duty that may be required by the classroom teacher.

Minimum Qualifications:

- Must be a High School graduate or equivalent.
- Must hold or be eligible for State of California Commission on Teacher Credentialing Teacher Assistant Permit.
- Minimum of three months of work experience in a licensed child care center or comparable group child care program.

Family Service Agency of San Francisco is an Equal Opportunity Employer

Welcoming

Strength Based

Culturally Relevant

Team Implemented

Recovery Oriented

Family Oriented

Advancing the Field

- Must be willing to continue educational growth to obtain minimum qualifications of a Child Development Teacher's Permit and to continue educational growth towards a Bachelors Degree.
- Must pass a Department of Justice fingerprint clearance and a Child Abuse Index clearance as required by licensing.
- Knowledge and experience in working with children with special needs.
- Knowledge of low-income and homeless issues for children and families preferred.
- Knowledge of and sensitivity to the cultural background of the children and families being served.
- Ability to relate to children and adults in a positive, respectful manner.
- Must be able to pass a physical exam, to meet Title 22 regulations as required.
- Ability to lift 25-40 lbs.
- Ability to bend, stoop, sit on the floor, lower and raise self from floor during classroom activities and to use both hands to grasp securely on a consistent basis. Ability to move quickly in an emergency situation.
- Ability to independently speak, understand, read and write English adequate to communicate effectively with children, parents and staff
- Ability be a team player with a welcoming attitude
- Candidates of color and/or who are bi-lingual in Spanish/English, Cantonese/English, encouraged to apply

Additional Information:

Division: Children, Youth and Family

Position Level: 1

Position: 100%

Reports to: Site Supervisor

SEND RESUME AND COVER LETTER TO:

Yohana Quiroz, Interim Division Director

Children, Youth and Family Division

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