



LITITZ CHRISTIAN EARLY LEARNING CENTER

Position: Early Learning Center Assistant Teacher

Department(s): Early Learning

Reports to Early Learning Center Director

SUMMARY -Lititz Christian School is expanding! In addition to our established campus, we are excited to open a second location in the Mount Joy/Marietta area. This is a unique opportunity to be part of the launch of our new Early Learning Center while making a meaningful impact on the lives of young children.

At Lititz Christian School, we believe in fostering a family-oriented, supportive environment where teachers and staff are valued, equipped, and encouraged to grow both personally and professionally. As an Assistant Teacher, you will play a vital role in nurturing young learners, assisting in classroom management, and collaborating with a dedicated team of educators who are passionate about early childhood development.

ROLES AND RESPONSIBILITIES

- Support the Lead Teacher in creating a safe, engaging, and nurturing learning environment.
- Be the primary caregiver to the children within your primary care group according to the state regulations.
- Assist the Lead Teacher with child observations, screenings, assessments and parent-teacher conferences as needed or requested
- Actively engage with students, fostering social, emotional, and academic growth through play-based learning.
- Collaborate with the Early Learning Center team to enhance programming with creative ideas and hands-on contributions.
- Assist in implementing weekly lesson plans.
- Foster a strong sense of community among staff, children, and families.
- Supervise and interact with children during indoor and outdoor activities, ensuring safety at all times.
- Help maintain a clean, organized, and welcoming classroom environment.
- Assist in diapering, toileting, and mealtime routines as needed to promote independence and hygiene skills.



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- Build positive relationships with parents, providing regular updates on students' progress and daily activities.
- Support classroom behavior management by modeling appropriate social interactions and conflict resolution strategies.
- Help create an environment where Christian values are naturally woven into daily interactions, lessons, and relationships.
- Participate in all required staff trainings and meetings.

Requirements

- Required: High school diploma or equivalent plus 2 years of experience working with children.
- Preferred: Associate degree (AA) or Child Development Associate (CDA) in Early Childhood Education or a related field.
- Minimum 2,500 hours of childcare experience or equivalent coursework.
- Must successfully pass all background checks, including fingerprinting and reference checks.
- Commitment to supporting and contributing to the mission of Lititz Christian School by incorporating faith into daily interactions and the learning environment.
- Ability to interact with children and collaborate with staff, providing guidance and support as needed.
- High-energy, positive, and team-oriented attitude.
- Strong communication skills and a warm, engaging personality.