



YMCA OF LANSING

FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

Oak Park Early Learning Center Assistant Teacher

Come Learn and Grow with Us!!

We are hiring outgoing, loving, and dependable staff that enjoy teaching through play. We are a play-based center that encourages learning through experiences.

Duties and Responsibilities:

- Responsible for supervision and management of all aspects of their classroom
- Be committed to working with children in a motivating developmentally appropriate settings and have a sincere desire to have a meaningful effect on their lives
- Follow licensing guidelines and YMCA standards to ensure the safety and security of all children
- Build relationships with children, families, staff, and the Y community
- Be able to work indoors and outdoors, engaging in physical activities
- Other duties as assigned

Salary: \$12-\$13/hr based off experience; part-time work schedule with a maximum of 28 hours a week

Benefits:

- Hugs, Smiles, and Positive Energy
- Work Monday through Friday, no weekend hours (unless training is required)
- Free YMCA Adult Membership
- 25% discount on program fees for themselves up to \$300 per year
- 12% retirement contribution upon eligibility
- Paid sick time based on status and hours worked
- Paid YMCA risk required trainings

Job Requirements:

- Must be at least 18 years of age
- High School Diploma
- Completion of YMCA trainings within a required time frame.

Physical Demands

While performing the duties of this job, the employee is often required to: bend, stoop, kneel, twist, reach with hands, sit, stand for an extended period of time, lift and/or move up to 40 pounds, have finger dexterity, grasp, perform repetitive motions, talk, hear and have visual acuity.

Disclaimers:

- Must complete successful background screening and drug test for YMCA and all other off-site screenings for partnering organizations.
- This job description may not be all-inclusive and employee is expected to perform all other duties as assigned by direct management.
- Job descriptions and duties may be modified when deemed appropriate by management.

Include: Cover letter, resume, transcripts, and three references

Contact: Amy Stearns, Director of HR & Risk, careers@lansingymca.org