



## EMPLOYMENT OPPORTUNITY

Union Settlement Association, established in 1895, is one of the largest social service agencies in East Harlem. The agency provides childcare, after-school programs, youth development, college preparation, adult education (including ESL and GED), programs for the elderly, mental health services, and more. Union Settlement has approximately 400 dedicated employees who work from 18 different sites to serve over 13,000 local residents each year. In addition, two related entities – Union Settlement Home Care Services and Union Settlement Federal Credit Union – offer complementary programs and services to the community. For additional information about Union Settlement, please visit our website at [www.unionsettlement.org](http://www.unionsettlement.org).

**Position:** Assistant Teacher – Child Care Center

**Department:** Child Care

**Reports to:** Director

**Hours:** Full-Time

### **Position Summary:**

The Assistant Teacher will assist in the planning and executing of a High Scope curriculum to provide education and care for the children assigned to a classroom. The High Scope curriculum will take into account the educational, social, developmental, and health needs of each child, and the group as a whole.

### **Qualifications:**

- Associate's Degree in Early Childhood Education and two years experience working in a classroom setting with pre-school age children;
- Or 60 college credits from an accredited university or college in Early Childhood Education and two years experience working in a classroom setting with pre-school children;
- Or 45 college credits from accredited university or college in Early Childhood Education and three years experience working in a classroom setting with pre-school children.
- Knowledge of Head Start performance standards a plus.

### **To Apply:**

Please send Cover Letter, Resume, Writing Samples, and References to:

Union Settlement Association

237 East 104<sup>th</sup> Street

New York, NY 10029

Attn: Human Resources Department

Or by e-mail to:

[hr@unionsett.org](mailto:hr@unionsett.org)

Please indicate Assistant Teacher in subject of e-mail.

**Position posted in-house: April 22, 2010**

**Position posted publicly: April 29, 2010**

**UNION SETTLEMENT ASSOCIATION IS AN EQUAL OPPORTUNITY EMPLOYER**