



KAPLEN JCC on the Palisades

Job title	Early Childhood Infant Room Assistant Teacher
Reports to	Early Childhood Program Supervisor

The Kaplen JCC on the Palisades is a 501c3 not for profit social service agency serving Tenafly, NJ and surrounding areas. Among the largest JCCs in North America with an operating budget of \$20 million, 150 full time and 300+ part time staff, the Kaplen JCC operates 22 business units and offers over 350 activities weekly serving more than 5,000 people per day. Deeply rooted in Jewish values and tradition, the Kaplen JCC on the Palisades is a vibrant home for the Jewish People that welcomes all and cultivates the social, intellectual, physical and spiritual well-being of the entire community. Our 185,000 square foot building plus acres of outside grounds feature two fitness centers, an indoor and outdoor aquatics center, group exercise, spin and pilates studios, two gymnasiums, tennis and racquet courts, indoor track, a luxurious spa, multiple playgrounds and fields and so much more. The JCC is proud to offer extensive, high quality programs and services to youth and adults of all ages and of all needs.

The Kaplen JCC on the Palisade works to safeguard the health of employees and their families; members and visitors; and the community at large during the pandemic and have thus instituted a mandatory COVID-19 vaccine policy. This policy is based on guidance from the Centers for Disease Control and Prevention and local health authorities and should be interpreted in alignment with applicable law. All Kaplen JCC employees are required to be vaccinated against COVID-19 as determined by the CDC, unless a reasonable accommodation is approved. Potential employees need to provide proof of vaccination or request a reasonable accommodation at the onset of employment.

The Leonard and Cyril Rubin Early Childhood Center at the Kaplen JCC on the Palisades is looking to hire creative, enthusiastic, and dedicated early childhood assistant teachers for our Infant room to create a loving, nurturing, and safe learning environment for our youngest students and their families. Our school is open year-round, and is comprised of 20 plus classrooms with students ranging from three months old through five years old.

Under the supervision of the Early Childhood Director, Program Supervisor, and Head Teacher, an Early Childhood Assistant Teacher will have the following responsibilities:

- Ability to work effectively, individually and as part of a teaching team.
- Support head teacher in implementing developmentally appropriate experiences for the class that align to our school’s philosophy of a child centered, emergent curriculum that allows for constructivist learning.
- Support head teacher in maintaining a safe, inviting, and appropriate classroom environment.
- Develop a positive relationship with each child, through observation and learning experience, helping to enhance his/her development and growth.
- Create a learning environment that provides emotional, cognitive, social, and physical growth in children.
- Good communication skills with colleagues, students and parents.
- Attend and participate in all staff meetings, including age level meetings, teaching team meetings, and full staff meetings.

Qualifications and Education:

- High School diploma or GED required. Child Development Associates (CDA) or a Bachelor’s degree preferred.
- Infant Room experience preferred
- Knowledge of Reggio Emilia approach, constructivist learning, and/or developmentally appropriate practice preferred.
- The Infant classroom is a fast-paced environment and the position requires high mobility, standing, walking, bending, and sitting on the floor. Must be able to lift and carry young children.

Salary is commensurate with previous Early Childhood experience and educational background. Hiring is subject to completion of a background check, fingerprinting, criminal history record information, and child abuse record information check.

Please send cover letter and resume to ECCjobs@jccotp.org

It is the policy of this institution to provide equal employment opportunity to all employees and applicants for employment without regard to race, color, religion, gender, sexual orientation, marital status, national origin, age, handicap, veteran status or status within any other protected group.