



43-31 39TH STREET, SUNNYSIDE, NY 11104 | 718-784-6173 | WWW.SCSNY.ORG | INFO@SCSNY.ORG

## Job Posting

### Aftercare Assistant Teacher, Pre-Kindergarten

**Hours:** 2:45 p.m.-6:00p.m

**Start Date:** September 15, 2025

**Salary:** \$16.50- 17.50 hourly (non-exempt)

#### Position Overview:

Sunnyside Community Services (SCS), a multi-service Settlement House located in Western Queens, has an opportunity available for an Assistant Teacher for our After Care Pre-K Program. The SCS Youth and Family Services (YFS) department offers engaging, youth centered programming to children and youth throughout Queens and beyond. We offer a free, full day Pre-Kindergarten, after school and summer camp programs for Elementary/Middle School students, and High School Programming. Our youth development continuum spans Pre-K to College, and services are offered across seven campuses.

The Assistant Teacher position will work in our Aftercare program for our 3K/PreK program located at 39-01 Queens Boulevard. The Assistant Teacher will oversee the care of a group of children ages 3-4-years old.

#### Description of Duties:

- Engage students in fun fill enrichment activities
- Ensure the safety of all program participants
- Assist with lesson plans and preparation for activities in advance
- Implementation of age appropriate activities
- Dismiss program participants to their designated parent and/or guardian
- Provide constant supervision to assigned groups of children
- Maintain room and activity areas are cleaned and organized
- Distribute snacks and materials to participants
- Motivate and maintain active involvement of program participants
- Report any behavioral and/or facility issues to Program Director
- Attend all required meetings and trainings
- Other duties as assigned that pertain to program operations
- There may be opportunities to work extra hours covering morning shifts when TA's are out

#### Qualifications:

- At least a High School diploma. Associate's degree or higher in Early Childhood Education preferred
- Excellent interpersonal, organizational, verbal and written communication skills.
- First Aid and CPR certifications
- Excellent interpersonal, organizational, verbal and written communications skills.
- Proficient computer skills.

#### How to apply:

If interested, please send your resume to Kelly Connolly, Senior Director of Early Childhood and COMPASS programs at [Kconnolly@scsny.org](mailto:Kconnolly@scsny.org)

All positions at **Sunnyside Community Services** are filled without regard to race/color, religion/creed, national origin, age, sex/gender, sexual orientation, gender identity or expression, disability, pregnancy-related condition or lactation, military/veteran status, marital status, familial status, caregiver status, sexual or reproductive health decisions, height,

weight, status as a victim of domestic violence/stalking/ sex offenses, predisposing genetic characteristic, immigration or citizenship status, prior arrest or conviction record, credit history, salary history, unemployment status, pre-employment marijuana testing, union affiliation/activity, or for reporting or opposing discrimination on these bases or for reporting or opposing violations of workplace health and safety, pay equity or practices, or for participating in any internal or any legally protected status listed in the New York City Human Rights Law (NYCHRL). All are encouraged to apply.

Sunnyside Community Services strives to address, explore, and educate all our stakeholders about the diversity of human experience and to advance and integrate racial equity and social justice into all organizational policies and programs. We believe that everyone, regardless of who they are or what they do for the organization, should feel equally involved and supported.

Sunnyside Community Services represents a commitment to considering the whole person and how systemic barriers and access to opportunities can affect their well-being.

For more information about **Sunnyside Community Services**, please visit the website at [www.scsny.org](http://www.scsny.org)

***Equal Opportunity/Affirmative Action Employer***