



**UNITED
ABILITY**

Formerly UCP of Greater Birmingham

Teaching Assistant- Pre-K- Hand in Hand Early Learning Program

Monday-Friday; 8:00-5:00; Benefits Eligible.

Hand In Hand Early Learning Program is a program for children from 6 weeks to 5 years of age. The program's name reflects total environment rich in unique learning experiences. It is a place where children play, learn, and grow together. Children of all abilities develop understanding, acceptance, and compassion – a great foundation for future success. We serve typical children and children with disabilities in an all-inclusive setting.

The Teaching Assistant will assist the lead teacher by maintaining communication of classroom goals in relation to lesson plan activities, quality of children care, and communication with parents. Also maintains a clean environment.

Essential Duties, Responsibilities, and Decision Making:

- Watching over and communicating with children.
- Assisting Teaching Director with activities according to the lesson plan.
- Maintaining a clean environment by tidying and cleaning space, folding laundry, etc.
- Sharing information with parents regarding their children.
- Administering feedings and medication.
- Required to be in the assigned classroom at beginning of shift and remain in classroom until scheduled end time unless otherwise instructed by leadership.

Qualifications, Background, and Experience Required or Desired:

- High school / GED required.
- Experience in a position that requires providing services to customers preferred.
- Experience in working with/ teaching children preferred.

Education, Certifications, or Licenses Required or Desired:

- Child Development Associate credential (CDA) or an equivalent 9 hours of approved coursework in child development at a minimum required.
- A minimum of 15 hours of in-service professional development and training per year required.

You can learn more about these roles, view all our openings and apply on-line at www.unitedability.org/about/jobs/

Contact:

Tiffany Sides, Human Resources Manager

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205-944-3919

United Ability is an Equal Opportunity Employer