Job Description: Part-Time Infant/Toddler Teacher

Brief Description:
This position of an infant/toddler teacher consists of instructing children (from 3 months to 3 years old) in inclusive activities that are designed to promote social, emotional, physical, and intellectual growth. To help maintain a smooth transition between activities, help with basic needs of care, and to create a safe and nurturing environment.

Tasks:
● Greet arriving children to the school environment by greeting the child and their parent
● Attend to children’s basic needs by feeding, dressing, and changing their diapers
● Establish and enforce rules for behaviors: such as not hitting, no yelling, no running inside, etc.
● Observe and evaluate children’s performance, behaviors, social development, and physical health
● Organize and lead inclusive activities designed to promote physical, emotions, and social development such as games, arts and craft, music, storytelling, outdoor adventures, circle time, science, and etc.
● Provide a variety of materials and resources for children to explore, manipulate and use, both in learning activities and in imaginative play
● Read books to entire class and/or small group
● Serve meals and snacks in accordance with nutritional guidelines
● Teach basic skills such as colors, shapes, numbers, letters, personal hygiene, eating habits, social skills, and independent skills
● Help ease transition throughout the school day
● Prepare arts and craft activities

Qualification and Requirements:
● 12 units of Early Childhood Education (ECE)
● CPR & 1st Aid Certification
● Must be able to carry up to 20lbs
● Up to Date Immunization required for ECE

Competencies:
● Relationship, Interaction, and Guidance
  - Dependability & Cooperation - Job requires being reliable, responsible, and dependable in fulfilling tasks. Integrity- Job requires being honest and ethical. Concerns for Others & Self-Control
● Child Development & Learning
● Health, Safety, & Nutrition
● Culture, Diversity, & Equity
● Learning Environment & Curriculum

Please Sign as a form of agreement to our Job Description
Signature: ________________________________ Date: __________________________
Teacher Application Form: Part-Time Infant/Toddler Teacher

Personal Information

Name:________________________ B-Day:________________________ CA ID #: __________

Telephone Cell:____________________ Email:____________________________________

Address:______________________________________________________________________

Ethnicity: Hispanic/Latinx_______ White________ African Amer.__________ Chinese________
Filipino________ Korean_______ American Indian_______ Asian Indian________
Japanese_______ Native Hawaiian_______ Vietnamese________

Educational Background

Name & Address of School- Degree/Diploma- Graduation Date:

____________________________________________________________________________

____________________________________________________________________________

____________________________________________________________________________

Skills & Qualification: Licenses, Skills, Training, Awards:

____________________________________________________________________________

____________________________________________________________________________
Early Childhood Education Experience:
Are you currently enrolled in an Early Childhood Degree/Unit Program: Yes_____ No_____  

Years of Experience in Early Childhood Education (Apply Check Mark)  
No Experience______ Less than 2 years_____ 2-5 years _____ 6-10 years_______  

**Continue to this section if you have worked in ECE before**  
What was your current teaching job title: ____________________________  
What age group did/do you teach? ____________________________  
How many children are/were in your classroom? ____________________________  

Employment History  
Current/Last Position Title: ____________________________  
Employer: ____________________________  
Phone: ____________________________  
Address: ____________________________  
Email: ____________________________  
From: ____________________________ To: ____________________________  
Responsibilities: ____________________________  
______________________________________________________________________________  
______________________________________________________________________________  
______________________________________________________________________________  

2) Previous Position Title: ____________________________  
Employer: ____________________________  
Phone: ____________________________
May We Contact Your Present/Most Recent Employer?

Yes________ No __________

References:
1) Name: _______________________________ Title: _______________________________
   Address: _______________________________ Phone: _______________________________
2) Name: _______________________________ Title: _______________________________
   Address: _______________________________ Phone: _______________________________
3) Name: _______________________________ Title: _______________________________
   Address: _______________________________ Phone: _______________________________

Please Fill/Sign and Email or Drop-Off Forms
- Job Description Agreement, Application Form, Resume & Cover Letter to
Little Bananas Daycare
2511 45th Ave San Francisco, CA 94116
213-909-8713
Littlebananasdaycare@gmail.com
Hours of Operation: 7:30am - 5:30pm

We look forward to interviewing you!

"IT TAKES A BIG HEART TO HELP SHAPE LITTLE MINDS"