Career Development Center
New York Early Childhood Professional Development Institute

Teacher Assistant In Training

Agri-Business Child Development

Lockport, NY 14094

Assistant Teacher | Full-time | Onsite | $17.00 - $19.00 an hour

Posted on November 5, 2026

Organization Statement

Agri-Business Child Development (ABCD) is in the business of changing and shaping lives. The work we do at our Migrant and Seasonal Head Start, Early Head Start, and Head Start centers, is aimed at providing a holistic approach to solving some of our society's biggest challenges ~ closing the education gap and giving each and every child a head start in life! We make sure ABCD children, and their families are encouraged to thrive by supporting their education and social needs.

https://www.abcdny.org/

ABCD is a community of dedicated individuals. As early education leaders, who continually work to make strong, lasting, positive impact on children. At ABCD you will find a dynamic environment and diverse culture that is friendly, welcoming, and collaborative.

Job Description

Under the direct supervision of the Education and Disabilities Coordinator and Center Director, with classroom direction from the Infant/Toddler Teacher I, the Infant/Toddler Teacher II In Training supports responsive care, learning experiences, child safety, documentation, and classroom operations while completing an approved pathway to the required Infant/Toddler CDA or comparable credential. The position remains a training classification until the credential and demonstrated competency requirements are met.

Responsibilities

Supervised Classroom Practice: Provide care and education within assigned authority and under appropriate supervision; follow classroom plans, schedules, ratios, and direction; ask for support when uncertain; and do not assume independent qualified-teacher or classroom-lead responsibilities until formally authorized.

Credential and Development Plan: Maintain active enrollment and satisfactory progress in the approved Infant/Toddler CDA or comparable credential pathway; complete coursework, observations, portfolio work, coaching, assessments, and documentation by required milestones; and promptly communicate barriers to completion.

Responsive Caregiving: Provide warm, consistent, individualized care; respond promptly to infants' and toddlers' cues; and support secure attachment and respectful routines during feeding, diapering, toileting, sleep, transitions, and play.

Learning Experiences: Assist with and implement assigned developmentally appropriate, culturally and linguistically responsive curriculum experiences; prepare materials; support children's home languages; and contribute observations and ideas to classroom planning.

Active Supervision and Accountability: Maintain direct, continuous supervision within the assigned zone; position, scan and count, listen, anticipate behavior, engage and redirect; follow attendance and transition procedures; and never leave a child alone or release a child to an unauthorized person.

Health, Safe Sleep, and Daily Care: Follow approved health, sanitation, universal-precaution, allergy, food-safety, diapering, toileting, and infant safe-sleep procedures; perform assigned safety checks; and immediately report hazards, illness, injury, or exposure concerns.

Positive Guidance and Conduct: Use warm, developmentally appropriate, trauma-informed positive guidance; protect children's dignity and bodily autonomy; and never use corporal punishment, humiliation, isolation, withholding of basic needs, rough handling, or other prohibited conduct.

Observation and Documentation: Record objective observations and complete assigned attendance, daily-care, assessment-support, incident, and other records accurately and on time; enter information only as authorized; protect confidentiality; and promptly report discrepancies.

Inclusion: Follow assigned IFSP, IEP, health, behavior, sensory, and mental-health strategies; use approved adaptations; support full participation; and communicate child progress or concerns to the Teacher I or Education and Disabilities Coordinator.

Family Interaction: Welcome and communicate respectfully with families within assigned authority; recognize parents as primary teachers and nurturers; support family culture and home language; and refer questions about assessment, services, or significant concerns to authorized staff.

Incident and Mandated Reporting: Immediately protect children and report suspected abuse or neglect, prohibited conduct, injury, missing-child events, inappropriate release, or other safety incidents to required internal and external parties in accordance with law and policy.

Classroom Operations: Maintain organized, sanitary learning areas; assist with cleaning and disinfection connected to classroom operations; prepare and safeguard materials; support required ratios; and communicate before leaving an assigned supervision zone.

Coaching and Feedback: Participate actively in orientation, reflective supervision, practice-based coaching, observation, modeling, feedback, and professional-development activities and apply learning consistently in classroom practice.

Qualifications

- Preferred: Associate degree in Early Childhood Education or Child Development from an accredited institution.
- Accepted: Associate degree in a related field with 6 credit bearing courses relevant to competencies in early childhood education AND experience working with young children.
- Bi-lingual English/Spanish preferred.
- **Minimum Education Level:** Associate's Degree

- **Preferred Education Level:** Associate's Degree

Application Instructions

For all ABCD open positions, please visit: https://workforcenow.adp.com/mascsr/default/mdf/recruitment/recruitment.html?cid=a67e5cbf-ca04-41e2-bd33-6ed0f2910bab&ccId=19000101_000001&source=IN&lang=en_US&ittk=6GXTB2KHMA&selectedMenuKey=CurrentOpenings

Language Requirements

English, Spanish

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