

Substitute Teacher

Part-Time | Boston, MA | On-Site

Who We Are

Since 1969, **Boston Chinatown Neighborhood Center (BCNC)** has been a vital presence in Greater Boston and beyond, empowering Asians and new immigrants to build healthy families, achieve greater economic success, and contribute to thriving communities. We provide a broad range of innovative programs and services centered around education, workforce development, family support, and arts and culture, leaving a significant and lasting impact on the lives of more than 13,000 children, youth, and adults every year.

About Acorn Center for Early Education & Care

Acorn Center for Early Education & Care is a full-day, dual language, Chinese and English, program for children ages 15 months to 5 years. The center is licensed by the Massachusetts Department of Early Education and Care (EEC) and accredited by the National Association for the Education of Young Children (NAEYC).

About The Role

Substitute Teachers will work cooperatively with the classroom teachers to plan and implement all aspects of the classroom teaching and supervising responsibilities. Substitute (with no EEC teacher qualifications) work at all times under the supervision of a Department of Early Education and Care (EEC) teacher qualified staff person or substitute teacher. The Substitute Teachers will assist the teacher in the care of the children and the maintenance of the classroom. The Substitute Teachers report directly to the Director of Acorn Center for Early Education & Care.

What You Will Do

- Care and education of the children under the supervision of a teacher.
- Maintenance of classroom materials and space.
- Maintaining a friendly and professional tone in his/her interactions with parents.
- Assist in the curriculum planning and implementation for the classroom; bring concerning observations and/or difficult situations to the attention of the classroom teacher to receive support and guidance.

What We Look For

- At least 18 years old.
- Must be willing to work towards a Child Development Associate (CDA) or take up to 4 ECE courses to get EEC Teacher certification.
- Must meet EEC health and background check requirement.
- Experience working with toddlers or preschool-age children.
- Should show strong interest and aptitude for the care of young children.
- Bilingual English/Cantonese speaking skills (preferred).
- Comfortable in relating to adults.

Working Conditions

- Must be available to work a flexible schedule and may require local travel during the workday.
- Work is performed primarily in a standard work environment, including the operation of computer equipment, and physical demands associated with a traditional work setting, e.g., walking, standing, communicating, and other physical functions, as necessary.

Hourly Range

\$18.00 - \$22.00

How to Apply

<https://forms.monday.com/forms/db5e0001eb8c34bfe9f0508064c03873?r=use1>

Please Note

You must be authorized to work in the United States. BCNC does not provide sponsorship for an employment work visa.

BCNC is an equal opportunity non-profit organization that supports diversity and encourages all employees and applicants to apply. BCNC is committed to non-discrimination and equal opportunity for all without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity, or expression, or any other characteristic protected by Federal, State or Local laws.