

General Position Description

The Teacher is responsible for developing a cohesive teaching team, coordinating the curriculum, and managing the day-to-day operational activities of the classroom. Teachers must understand children's cognitive, social, emotional and physical development in order to ensure a safe and stimulating classroom environment where children are actively engaged and encouraged to succeed. The Teacher must be skilled in communicating with both children and adults in order to meet the needs of the children, effectively guide teacher assistants, and resolve parental concerns.

This position reports to Center Director.

Key Responsibilities

- Coordinate and implement educational curriculum by developing classroom activities based on developmentally appropriate practices and early learning standards.
- Lead by example; encourage teaching team success through modeling and coaching.
- Plan individual and group age-appropriate activities to actively engage children and encourage social, cognitive and emotional growth.
- Maintain frequent communications with parents through informal discussions, progress reports, and parent-teacher conferences.
- Ensure all center policies and state regulations are met.
- Ensure a healthy classroom environment – including maintaining appropriate hygiene and cleanliness standards and safety and security of children.
- Supervise teacher assistants and classroom volunteers to ensure they are following planned activities, hygiene and safety standards.
- Maintain accurate records, forms and files.
- Maintain personal professional development plan to ensure continuous quality improvement.

Additional Knowledge, Skills and Experience Required

- Minimum of 2 years of professional child care experience - Preferred.
- Strong oral and written communication skills and basic computer skills.
- High energy and the ability to work well with others (staff, children, and parents) and to foster a team environment.
- A strong understanding of child development.
- Excellent leadership, organizational, and interpersonal skills.
- Infant/child CPR and First Aid certification.
- Must clear full background check and must pass health screening.

Educational Requirements

- Associate's Degree in early childhood education or related field of study with a minimum of 30 Credits in ECE-Preferred. **High School Diploma Required**

Physical Requirements

- Requirements include the ability to take frequent walks, use hands and fingers, handle objects, tools or controls, talk to and hear voices at many levels. May also be required to kneel, bend, squat or crawl.
- A specific vision ability will be required including the ability to see up close and up to a certain distance, to see colors, have peripheral vision and depth perception.

Essential Functions

(Please answer yes or no to the following questions)

1. Any difficulty standing on feet all day? _____
 2. Able to lift 30lbs from the floor to waist 10-15 times _____
 3. Able to reach child 20-30 feet away within 15 seconds without danger _____
 4. Able to crouch to child's eye level, sit on the floor, and stand _____
 5. Tall enough to reach children on tall equipment _____
 6. Able to handle stress and tension _____
 7. Able to observe, see, hear, and respond to child's needs _____
 8. Communicate effectively in the English language (verbally & written) _____
 9. Have you had a TB test within the last 12 months _____
- Date: _____ Results: Circle one! Positive/ Negative

Employment Type

Probationary (First 90 days)

Regular Status (Day 91) upon satisfactory evaluation

Wage Range

Salary commensurate with experience