

Preschool Teacher

Hallie Q. Brown Community Center

Position Summary: The Teacher plans activities for an age-specific classroom in accordance with curriculum objectives, developmentally appropriate practice and program philosophy designed to meet the emotional, social, physical and cognitive needs of each child.

What will you do?

- Supervise a safe and effective classroom
 - Supervise assistants, aides and volunteers in the classroom to ensure the provision of high quality childcare programming, including encouraging the assistants to contribute to curriculum planning.
 - Plans and supervises the arrangement of the classroom environment in accordance to program goals and philosophy.
 - Maintains a safe and healthy environment, including safely managing developmental activities for the participants.
 - Ensures that the educational needs of the Program participants are met while in attendance.
 - Prepares monthly plan charts

- Ensure proactive parent communication
 - Maintains open communication with parents/guardians of the program participants regarding the developmental needs of the participants
 - Maintains daily (regular) anecdotal records on participants' progress. Completes a bi-annual assessment of children's development and report progress of children to parents in bi-annual reports and through parent-teacher conferences.
 - Keeps all appropriate records such as assessments, attendance, time sheets and accident reports.

Position requirements:

- Associates degree or equivalent in early childhood development. B.S. in Early Childhood Development preferred.
- Licensing and Certifications: CPR and Meet all applicable licensing regulations.
- 5 years of Child Care Center or related experience
- Understanding of mandated child abuse reporting guidelines
- Must be able to stand, walk, squat, bend, twist and sit on the floor
- Ability to frequently lift and carry up to 40 pounds
- Ability to work indoors, outdoors, with changes in temperature/humidity and with excessive noise

The typical person who would enjoy this position would

- Have the ability and desire to work with children from diverse socio-economic and cultural backgrounds.
- Wants to work closely with students, families and coworkers
- Possesses exceptional patience, listening and engagement skills

Resumes may be emailed to hr@hallieqbrown.org or dropped off at the front desk.