

JOB DESCRIPTION

PRE K-2 LEAD TEACHER

TEMPLE'S LEARNING DEPOT

Position Type: salaried, part-time position (August–May)

Candidate Preferences: 21 years of age; High School Diploma/ GED required; prefers a degree in education or related field or Child Development Associate credential or vocational training in child care in high school program, or experience with children in a center-based care

Minimum Qualifications: must pass all background checks; a heart & love for children

Daily Schedule: Four or five hours: generally 8:30am–1:15pm

Reports to: TLD Director, Assistant Director, and support team of Temple's Learning Depot

ROLE SUMMARY

1. To Support Social, Emotional, Positive, and Spiritual Growth of Pre K-2 toddlers with the assistance of a designated Pre K-2 support teacher in the classroom
2. Develop a well-organized room with designated centers
3. Implement weekly lesson plans/learning based on early learning guidelines
4. Provide ongoing observation and assessment of learning for each child in the classroom
5. Collect documentation for child assessment purposes
6. Perform bi-annual parent/teacher conferences
7. Intensive interaction with children in the classroom on a daily basis
8. Clean classroom in an ongoing manner (i.e.: sanitizing toys/surfaces, bagging trash) to maintain a safe and healthy environment
9. Keep children in clean diapers, clean faces, and change clothes that become heavily soiled.
10. Respond promptly and consistently to children's needs to promote trust
11. Be sensitive and understanding of developmental issues of young children (such as separation anxiety, biting, temper tantrums, and toilet training) and respond to them appropriately and positively.
12. Establish Positive and Productive Relationships with Families
13. Maintain confidentiality among families at all times
14. Maintain a Commitment to Professionalism
15. Attend staff meetings, workshops, and in-house training provided by TLD.
16. Receive 20 contact hours of professional development training annually
17. Comply to TLD's policies and procedures as outlined in the TLD Staff Handbook
18. Any other responsibilities deemed valuable and important by the Support Staff of Temple's Learning

If interested, please contact Christy Daniell cdaniell@tbclife.net

