

Teacher

Definition: The Teacher assumes responsibility for general supervision, development and education of children under the supervision of the Master Teacher or Center Director.

Reports To: The Master Teacher or Center Director.

Position Supervises: Teacher Aide, Teacher Assistant, Associate Teacher, Substitute, and Classroom Volunteer.

Essential Functions:

1. Plans, prepares and implements the daily program with the support of supervisor.
2. Assists in planning and preparing the learning environment, and preparing needed materials and supplies.
3. Assists in maintaining the environment in a clean, safe manner.
4. Assumes responsibilities for regular parent communication.
5. Supervises Associate Teacher, Teacher Assistant, Substitute Teacher and Volunteer as requested.
6. Assumes responsibilities in absence of Supervisor.
7. Assumes general responsibility for health, safety, and well-being of all children in the agency.
8. Assist with completing Desired Results paperwork.
9. Prepares written reports, as directed.
10. Updates records on site including but not limited to: enrollment, attendance, meal counts, daily logs, curriculum, child observations, and parent participation as requested by supervisor.
11. Attends meetings as requested.
12. Participates in activities that further own professional growth.
13. Maintains confidentiality of children, families and employees.
14. Works as a member of the agency team by promoting the mission and philosophy of the organization.
15. Greets children, parents, staff and guests as needed.
16. Assists other centers when requested.
17. All other duties as assigned by Master Teacher or Center Director.

Qualifications:

Must possess a Teacher Permit

Must have one year experience in child care services, center based preferred.

Prior experience in working with young children preferred.

Hold a current and valid Emergency First Aid Certificate and Cardiopulmonary Resuscitation (CPR) Certificate recognized by a national organization such as the American Red Cross, Heart Association, National Safety Council, etc., or obtain such certificates within three months of employment and maintain the certificates current by the standards of the issuing organization during the course of employment with Kidango.

Complete three hours of training in Infectious Disease Prevention within three months of employment.

Able to lift 30 pounds chest high.

High school graduate or equivalent.

Must be 18 years or older.

Other Requirements:

Pass health and TB Screening and Department of Justice fingerprint clearance.

Equal Opportunity Employer/Drug Free Workplace