

Head Teacher

La Peninsula Community Organization, Inc.

Bronx, NY

Teacher

Posted on May 1, 2020

Job Description

La Peninsula is a community-based, multi-site Head Start organization located in the South Bronx. Our mission is to provide quality, comprehensive services to children and families, to help them achieve a greater degree of social competence in dealing with their present environment and their later responsibilities in school and life.

Responsibilities

La Peninsula Community Organization is seeking a highly energetic and motivated Early Childhood Pre-School age. Teacher for its Head Start Program. The successful candidate will be professional and able to work in a collaborative, high paced and dynamic environment; have experience in Early Childhood education; and be willing to grow within our professional learning environment. Responsibilities include but are not limited to:

- Engage children in learning activities and play that stimulates their development
- Teach and assist children with activities of daily life (including diapering, toileting, hand washing, toothbrushing, etc.)
- Appropriately supervise children while keeping them safe at all times
- Engaging families daily and building relationships that support the healthy development of students.
- Development of weekly lesson plans aligned with the approved Curriculum.
- Student assessment and progress monitoring

- Conduct and facilitate parent teacher conferences, meetings and/or workshops.
- Individualized goal setting & learning activities for children with IEPs or other learning difficulties.
- Teaming with consultants and professionals across support areas including Family Service, Mental Health and Nutrition.
- Maintaining, developing and creating an engaging classroom environment
- Providing oversight, direction and collaborative working opportunities to support educational staff.
- Prepare monthly parent newsletters and other informational packets as guided by Policy and Site Director.
- Engage in professional development and learning opportunities as mandated by the Agency and a willingness to engage in opportunities as presented.

IF CERTIFIED: A certified teacher may be asked to step up in the absence of the Site/Education Director when the need arises.

REQUIRED EXPECTATIONS include but are not limited to:

- Ability to establish a professional level of rapport with each family in order to provide quality care and friendly service
- Ability to implement effective teacher practice, enforce Agency policy and procedure and communicate each clearly.
- Attend and engage in occasional Agency parent participation events and other events that may be on nights and/or weekends
- Maintain a professional self-image and project the values of the organization at all times.
- Be a positive role model at all times for Staff, Families and Children.

Qualifications

QUALIFICATIONS

- Have 2-3 years' experience working in an Early Childhood Classroom of children aged 3-5.
- Possess a Bachelor's degree in Early Childhood Education, child development or a child related field.
- Possess a Master's degree in Early Childhood Education. If Master's degree in another content area, must possess a minimum of 60 credits in Early Childhood Education.
- Possess NYS Initial Certification in Early Childhood Education Birth to Grade 2 or be engaged in a study plan to complete.
- Submit to various background checks including those completed through the NYC Department of Education & Department of Health. Have completed the following certifications: Mandated Child Abuse Reporter; CPR & First Aid, Infectious Diseases
- Provide a recent physical complete with immunizations, TB and MMR
- Be mentally and physically capable of caring for young children
- Possess a strong work ethic, be punctual, and have minimal absences
- Have an awareness of the unique needs of young children and have appropriate expectations of their abilities
- Be able to kneel, bend, squat, lift, push, pull, and carry children up to 70lbs
- Be available for full time employment and available to work as late as 6:30 pm
- Have dependable transportation

Head Teachers will report directly to the Site/Education Director at their assigned work site and look to them for guidance regarding questions or concerns. Please keep in mind that the job description above is a guideline of responsibilities and does not list all duties expected of the position.

La Peninsula Community Organization Inc. is an Equal Opportunity Employer

PLEASE NOTE: Section 424-A of the New York Social Services Law requires an authorized agency to inquire whether a candidate for employment with child-caring responsibilities has been

the subject of a child abuse and maltreatment report.

Application Instructions

Interested candidates should submit their letter of interest and cover letter to nbutler@lapen.com and/or fmclean@lapen.com

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