

Lead Preschool Teacher

Tiny Treasures Child Care

Great River, NY

Teacher

Posted on April 19, 2021

Job Description

Responsible for planning and implementing daily classroom lesson plans and assuring safety of children in the preschool classroom

Responsibilities

1. Plans and prepares lesson plans, and submits in accordance with administrative guidelines on a monthly basis.
2. Oversees and facilitates the general safety of the classroom environment and its activities to include outside play.
3. Interacts with children through instructional methods to include play, music, arts and crafts, reading, writing, science and physical activities.
4. Assists children with completing assigned projects and enhancing learning skills.
5. Designs and maintains classroom climate to include visual aids related to curriculum and age/stage of development.
6. Monitors talents, special abilities, disabilities, deficiencies or problems of each individual child, documents issues/concerns as needed in log book and notifies management.
7. Promotes and fosters each child's positive self-esteem and individual development toward fullest potential in the areas of physical, social, emotional and cognitive growth.
8. Prepares thorough evaluations for children on a yearly basis or as needed.
9. Establishes and maintains a positive interpersonal relationship with all children, fellow staff and parents/guardians.

10. Assists children with personal care activities to include toileting, feeding and cleanliness needs in relation to age/stage of development.
11. Works closely with Classroom Leaders in a team-teaching atmosphere for classroom activities and shares pertinent information, suggestions or ideas on a regular basis.
12. Assists in daily supervision of Volunteers, Room Assistants and Room Aides.
13. Attends in-service training, conferences, staff meetings and parent meetings as required.
14. Performs general classroom cleaning duties as necessary.
15. Writes summaries of daily activities and provides parents/guardians with documentation.
16. Maintains accurate and current attendance records and other related paperwork.
17. Adheres to all established policies, procedures and code of ethics.
18. Performs other related duties as assigned.

Qualifications

Associate's degree in Early Childhood, Child Development or related field

OR

Child Development Associate credential

OR

9 college credits in Early Childhood, Child Development or a related field, with a plan leading to a Child Development Associate credential and Two years' experience related to caring for children

Certificates and Licenses: Qualified by the Office of Children & Family Services, CPR & First Aid certification required after hiring and must be maintained.

Application Instructions

Send a resume to the Owner/Director - Jen D'Ambrosio via Email - Jen@TinyTreasuresEI.com