

# Lead Teacher

trabajamos community head start inc

Bronx, NY

Teacher

Full-time

Onsite

\$65,000 - \$75,000 a year

Posted on January 10, 2024

## Organization Statement

It is the mission of Trabajamos Community Head Start to empower its smallestÂ  people (2-5 years old) through developmentally appropriate, high quality earlyÂ  childhood education. Our program examines the needs of the children, families,Â  and school districts within the communities we serve. It is an approach that values the human spirit and the holistic development of the child â€“physical, social, emotional, cognitive

## Responsibilities

**Duties and Responsibilities** include the following. Other duties may be assigned.Â

1. Develops and implements a curriculum, reflective of program goals, objectives, andÂ  philosophies.\*Â
2. Organizes, arranges, and maintains safe and healthy learning environment.\*Â
3. Models appropriate behavior/language.\*Â
4. Attains knowledge of each child through observation, assessments, and interactions.\*Â
5. Encourages awareness of cultural differences.\*Â
6. Displays knowledge of early childhood development.\*Â
7. Actively supervises children in care.\*Â
8. Individually plans for each child based on knowledge of each child.\*Â
9. Implements and actively participates in large/gross motor activities which children.\*Â
10. Observes confidentiality of students, parents, and program.\*Â

11. Responsible for being proficient with computers/technology such as laptops, smartboards, tablets.\*Â
12. Establishes an atmosphere that builds positive self-concepts, respect for differences in individuals, and positive interactions.\*Â
13. Encourages the development of independence, whereby children can function in group activities.\*Â
14. Responsible for being proficient in inputting data into Teaching Strategy Gold software.\*Â
15. Supervises classroom team as well as encourages initiative, cooperative planning, and utilizes reflective supervision techniques and concrete suggestions for improvement, and fairly delegates responsibilities.\*Â
16. Establishes and maintains regular team meetings between classroom and family worker.\*Â

\*Essential FunctionÂ

17. Attends staff meetings, committee meetings, training sessions, and parent meetingsÂ whenever necessary." \*Â
18. Demonstrates awareness of and adheres to program policies and procedures.\*Â
19. Remains open to director/supervisor positive suggestions and/or constructive criticism.\*Â
20. Establishes and maintains communication between the classroom and home,Â emphasizing strong school/family relations.\*Â
21. Arranges periodic parent conferences to share information and updates on a child'sÂ development and behavior.\*Â
22. Displays knowledge of drafting lessons using Teaching Strategies software.\*Â
23. Remains familiar with mandated state standards and regulations, such as article 47 andÂ Head Start Performance Standards.\*Â
24. Performs based on and adheres to mandated state standards.\*Â
25. Follows programs procedures for reporting personal lateness, absence, and sickness.\*Â
26. Demonstrates time management skills, meeting time sensitive deadlines.\*Â
27. Gathers and documents anecdotes/observations in unbiased, objective manner.\*Â
28. Responsible for being aware of creative curriculum rational and practice.\*Â

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## **Qualifications**

To perform this job successfully, an individual must be able **to** perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- **Minimum Education Level:** NYS Teacher Certification
- **Preferred Education Level:** Master's Degree

## **Application Instructions**

All applicants can apply by sending theirÂ resume to [Esoto@trabajamoschs.com](mailto:Esoto@trabajamoschs.com)

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