

Toddler Classroom Group Teacher

East Harlem Block Nursery, Inc.

New York, NY

Teacher

Full-time

Onsite

\$36,580 - \$42,900 a year*

* Based on experience and credentials.

Posted on June 25, 2024

Organization Statement

East Harlem Block Nursery, Inc. (EHBN) is a community-based nonprofit organization founded in 1965. EHBN operates two early childhood education centers in East and Central Harlem. For over fifty years, EHBN has served as both an early childhood education provider and advocate to the area's families. Our goal is to ensure that every child who enters our Centers have access to a quality education in a safe and nurturing environment.

EHBN's early childhood educational philosophy is rooted in the belief that every child is treated equally and has their individual talents nurtured. Our purpose is to create an environment where children can explore the world around them. EHBN strives to provide the types of positive experiences that promote respect for everyone. Our staff is united in the belief that all children can learn and progress socially, emotionally, intellectually, and physically regardless of individual strengths and/or challenges. We encourage individual freedom and self-directed learning (self-directed play) within a structured and positive learning environment where your child will be helped to reach their highest potential.

Job Description

The **Toddler Room Group Teacher** shall meet the requirements set by New York City Public Schools, New York City Department of Health and Mental Hygiene (Article 47) and East Harlem Block Nursery, Inc. ("EHBN"). Teachers promote Early Childhood Education for children and families both in and out of the classroom by providing sound supervision, developmentally appropriate lessons, and community outings and ensure the health and safety of all children.

Responsibilities

DUTIES AND RESPONSIBILITIES: Under the supervision of the educational director, the Toddler Group Teacher must develop positive parent relations and encourage parental involvement and the professional growth of classroom associates. In addition, the Toddler Group Teacher is responsible for the following:

- Planning and implementing developmentally appropriate lesson plans
- Working with classroom team to provide stimulating environment and activities
- Encouraging parent involvement
- Setting individual goals and record anecdotal observations for each child
- Conducting parent/teacher conferences
- Keeping room clean
- Helping with diaper changing and toileting
- Conducting and documenting observations, assessments and complete all necessary paperwork
- Conducting regular team meetings
- Attending staff meetings
- Seeking out professional development opportunities to meet the needs of the classroom
- Perform other required duties, as assigned, consistent with the above.

Qualifications

REQUIREMENTS: BA in Early Childhood Education or related field of study (preferred) or Associate's Degree in Early Childhood Education (ECE) or Child Development Associate (CDA) certification and on a study plan leading to an Associate's degree in ECE; at least one year of teaching in a toddler classroom (three years preferred); bilingual in Spanish and/or French a plus; required to complete physical, immunizations for state clearance.

ADDITIONAL QUALIFICATIONS: The ideal candidate will demonstrate following: Remain calm in difficult and/or stressful situations; working knowledge of early childhood development and appropriate practices; patience and warmth towards young children; ability to work well with others; outgoing personality; ability to create and maintain positive relationship with children, parents and staff.

- **Minimum Education Level:** Highschool Graduate or GED
- **Preferred Education Level:** Associate's Degree

Application Instructions

Please submit cover letter and resume to dian@ehbn.org. Also, please include where you heard about the position (PDI job board, Indeed.com, referral, etc.). No phone calls please.

Additional Information

East Harlem Block Nursery, Inc. is an equal opportunity employer.

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