

# Lead Teacher

Early Head Start East New York University Settlement

Brooklyn, NY

Teacher

Full-time

Onsite

\$45,000 - \$52,000 a year

Posted on August 14, 2024

## Organization Statement

Join the vibrant team at University Settlement, a pioneering social justice institution with a 135-year legacy as the nation's first settlement house. We are deeply rooted in low-income and immigrant communities, offering innovative programs in early childhood care, youth development, eviction prevention, literacy, arts, senior services, and mental health. With 30 sites across Manhattan and Brooklyn, we engage over 40,000 New Yorkers annually. Empower residents, anticipate future needs, and advocate for community improvement as we work together to make a lasting impact.

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Early Head Start offers comprehensive child development services, family support services and advocacy to low-income pregnant women and families with children under three years of age.Â The program provides developmentally appropriate care and home visits to families in the Lower East Side, NY.

## Job Description

Lead TeacherÂ

## Responsibilities

- **Inspire Learning:**Â Lead engaging classroom sessions and provide educational support to classroom staff.
- **Curriculum Innovation:**Â Develop and implement a dynamic, challenging, and playful classroom curriculum.

- **Child Development:** Provide primary care to classroom children, conduct developmental assessments, and set goals based on assessments.
- **Community Engagement:** Build stable relationships with families, conduct home visits, and identify and refer children with special needs.
- **Leadership:** Mentor assistant teachers, provide guidance and training to program staff, and assist with classroom setup and cleanup.
- **Documentation and Compliance:** Maintain proper documentation on classroom and program activities, track attendance, and manage CACFP records
- **Professional Development:** Attend conferences and training to stay updated in the field.

## Qualifications

- **Educational Excellence:** NYS Certification in Early Childhood Education recommended, with a Bachelor's degree required.
- **Experience:** Two to three years of experience working with toddlers in a classroom setting. One to two years of supervisory experience.
- **Bilingual Advantage:** English/Spanish proficiency strongly preferred.
- **Skills:** Strong organizational, communication, and writing skills.
- **Minimum Education Level:** Bachelor's Degree
- **Preferred Education Level:** Master's Degree

## Application Instructions

Assistant Education Director Makeda Spencer

Tel: 646-983-4926

Email: [mspencer@universitysettlement.org](mailto:mspencer@universitysettlement.org)

<https://www.paycomonline.net/v4/ats/web.php/jobs/ViewJobDetails?job=132306&clientkey=7A5FE56A2CFE30F5EB7FCFD927E49F8B>

## Additional Information

### Employee Benefits Highlights:

- **Time Off:** Generous vacation, sick, and personal days, plus holidays.
- **Health Coverage:** Comprehensive plans for medical, dental, and vision.

- **Financial Wellness:**Â Pre-tax savings accounts, including FSA and commuter benefits. 403(b) Retirement Plan with a 6% salary match.
- **Work-Life Balance:**Â Monday - Friday, 8:00 am - 4:00 pm, 35 hours per week.

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