

Preschool Lead Teacher

Luminous Early Childhood Learning Center

Bronx, NY 10451

Teacher

Full-time

Onsite

\$41,600 - \$70,000 a year

Posted on November 13, 2025

Organization Statement

Luminous Early Childcare Learning Center is a premier full-day early learning center dedicated to providing high-quality, developmentally appropriate, and nurturing educational experiences for young children. Our mission is to support children's academic, social, and emotional growth through innovative and inclusive practices, in partnership with families and the community.

Job Description

The Head Teacher is responsible for the academic, instructional, remedial, behavioral, and adaptive needs of all their children in an assigned age level classroom, as part of Luminous Childcare early childhood program. The teacher must have strong management skills and techniques that can foster the pre-school classroom instructional process and will supervise the Assistant Teachers and Volunteers working in the classroom. The teacher must have a functional understanding and ability to meet all reporting mandates as determined by various governmental agencies. The teacher must work cooperatively with fellow staff, parents, guardians, outside agencies and the funders to better serve our children.

Responsibilities

MAJOR DUTIES AND RESPONSIBILITIES:

- Represent Luminous Congregation's mission, values, ethics, and always upholds agency Code of Conduct.
- Oversee and provide classroom activities and instruction tailored to meet the children's overall developmental goals.

- Develop curricula and enrichment activities that will encourage student interest and participation.
- Supervising Assistant Teacher (AT) daily activities and working collaboratively with AT for the betterment of classroom and students.
- Follow schedule as developed collaboratively with the Educational Director.
- Prepare daily lesson plans for all instructional periods.
- Keep accurate records of individual student progress throughout the school year.
- Maintain an appropriate physical environment in the classroom or work area. (cleaning tables, toys and any materials related to classroom instruction.)
- Maintain appropriate safety measures to insure the protection of the children and staff.
- Provide enrichment activities for the parents and guardians of our children at specially designated events that may be outside the regular center hours or on non-center days.
- Make suggestions to the Director of Pre-school to further enrich the center's offerings.
- Assist in other duties as assigned by the Site Director, including assisting with food service, if needed
- Participating in Monthly team meeting and yearly Agency's Self-Assessment protocols.

SUPERVISES:

- Children
- Assistant Teacher
- Volunteers

Qualifications

QUALIFICATIONS EDUCATION:

- Preferred Master's degree In education and Birth – 2 NYS Teacher Certification
- Minimum of a bachelor's degree in Early Childhood Education, with NYS teacher certification processed started.

EXPERIENCE:

- Minimum of 2 years' experience in a childcare setting
- Experience with NYC DOE, Head Start and DOH regulations and trainings.

- Experience with parent engagement

SKILLS & ABILITIES:

- Demonstrated ability to provide instruction for the Early Childhood age level population.
- Demonstrated ability to provide effective management skills and techniques for an Early Childhood age level population.
- Demonstrated ability to effectively communicate with the site director administration, fellow teachers, service staff, parents, and guardians.
- Demonstrated ability to write appropriate and targeted student progress reports.
- Demonstrated ability to adapt your area of expertise to meet student learning needs.
- Demonstrated ability to work with parents and other community members to meet student learning needs.
- **Minimum Education Level:** Bachelor's Degree
- **Preferred Education Level:** Master's Degree

Application Instructions

Resume required