

Lead Teacher

ACACIA NETWORK

Bronx, NY 10457

Teacher

Full-time

Onsite

\$46,000 - \$46,000 a year

Posted on August 27, 2026

Organization Statement

Are you ready to give back to the community while pursuing your passion? For over 50 years, Acacia Network and its affiliates have been committed to improving the quality-of-life and wellbeing of underserved communities in New York City and beyond. We are one of the leading human services organizations in New York City and the largest Hispanic-led nonprofit in the State, serving over 150,000 individuals every year. Our programs serve individuals at every age and developmental level, from the very young through our daycare programs to mature adults through our older adults' centers. Our extensive array of community-based services is fully integrated, bilingual, and culturally competent.

Job Description

- Perform the functions of this position with a strong understanding of the Head Start Performance Standards and thorough knowledge and application of Developmentally Appropriate Practices.
- Implement Creative Curriculum in the classroom.
- Plan and implement learning experiences that promote all developmental areas, including improving the readiness of children for school by developing in all domains.
- Guide and facilitate activities of the children, including daily activities, choice time, selecting and arranging equipment and materials in the classroom.
- Cooperate with other staff and classroom groups to maintain the smooth functioning of the center, which at times may require changes to meet the needs of the children.
- Maintain a safe and healthy classroom environment. Assure that classroom equipment, furniture, materials, and supplies are properly maintained and stored.

- Maintain a comprehensive and ongoing portfolio assessment for each child, including weekly observations in each area, examples of the child's work, and developmental assessment completed through SmartTeach.
- Experience with or knowledge of SmartTeach (formerly Teaching Strategies Gold) for the implementation of children's documentation.
- Assist children in the development of social and self- help skills and sound nutritional practices. Conduct two home visits and two/three parent conferences to discuss the child's individual development and progress, assist the parents in developing observational skills and solicit parent observations.
- Meet periodically with directors and family assistants to exchange information pertinent to the identification and services of children with disabilities.
- Meet with the mental health consultant as needed to discuss the mental health needs of children.
- Work with assistant and aide to use and develop staff's individual skills and abilities in planning and carrying out classroom activities. Participate in all pre-service trainings and workshops throughout the year.
- Use the park as an extension of the classroom and ensure that the park is safe.
- Assist in conducting the daily health and environment check list.
- Assist in implementing children's I.E.P. (Individual Education Plan) or I.F.S.P. (Individual Family Service Plan) seeking clarification for any aspects that are not well understood.
- Assist in recruiting and orienting volunteers, providing them with guidance as needed.
- Complete and submit required forms and records in a timely and accurate fashion, e.g. lesson plans, assessments, attendance, meal counts and progress reports.
- Actively participate in the development and implementation of the Teacher Professional Development Plan Experience working successfully with culturally diverse staff and clients
- Perform other duties as may be required.

Responsibilities

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Qualifications

- Qualifications for a Study Plan Lead Teacher include bachelor's degree and two (2) years of relevant experience in a job placement field with similarly situated clientele preferred.
- Associate degree in Early Childhood AND enrolled in a baccalaureate program in early childhood OR 90 credits towards a baccalaureate in early childhood AND enrolled in a baccalaureate in early childhood OR a baccalaureate in any field AND be enrolled in a Master's degree program in early childhood OR a baccalaureate in early childhood AND be enrolled in a master's program in early childhood.
- For Unlicensed professionals - Two years' experience teaching children in the age range for which she/he is applying.
- For licensed professionals a minimum of Three years or be in the process of completing an advanced degree and a NYS teaching Certification" birth to grade 2".
- Have knowledge and experience in the philosophy and practices of Head Start (or comparable child development programs), early childhood education, developmentally appropriate practices.
- Proof of a physical examination within the last 6 months, which includes a tuberculosis test, a Tdap vaccination within the last ten years and comply with other background checks as required by the Agency and/or DOHMH licensing, DOE and ACS.
- Personal qualifications as required: Licensing Standards for Early Childhood Center based programs, flexibility, patience, and physical and mental health which does not interfere with responsibilities.
- Experience in collaborating with parents in the education of their children.
- **Minimum Education Level:** Bachelor's Degree
- **Preferred Education Level:** Bachelor's Degree

Application Instructions

Please submit resume to esantana@promesa.org

Language Requirements

English, Spanish

Source URL: <https://earlychildhoodny.org/cdsc/job.php?job=5705>