



Early Education Teacher- Job Description

Summary

The Early Education Teacher is responsible for developing a cohesive teaching team, coordinating the curriculum, and managing the day-to-day operational activities of the classroom. Teachers must understand children's cognitive, social, emotional, and physical development to ensure a safe and stimulating classroom environment where children are actively engaged and encouraged to succeed. The Teacher must be skilled in communicating with both children and adults in order to meet the needs of the children, effectively guide teacher assistants, and resolve parental concerns.

Duties

- The Teacher is responsible for developing a cohesive teaching team, coordinating the curriculum, and managing the day-to-day operational activities of the classroom.
- Teachers must understand children's cognitive, social, emotional, and physical development to ensure a safe and stimulating classroom environment where children are actively engaged and encouraged to succeed.
- Coordinate and implement educational curriculum by developing classroom activities based on developmentally appropriate practices and early learning standards.
- Lead by example; encourage teaching team success through modeling and coaching.
- Plan individual and group age-appropriate activities to actively engage children and encourage social, cognitive, and emotional growth.
- Maintain frequent communications with parents through informal discussions, progress reports, and parent-teacher conferences.
- Ensure all center policies and state regulations are met.
- Ensure a healthy classroom environment – including maintaining appropriate hygiene and cleanliness standards and the safety and security of children.
- Supervise teacher assistants and classroom volunteers to ensure they follow planned activities, hygiene, and safety standards.
- Maintain accurate records, forms, and files.
- Maintain a personal professional development plan to ensure continuous quality improvement.

Requirements

- Minimum of 2 years of professional child care experience (**Preferred**)
- Must clear full background check and must pass health screening (**Required**)
- High School Diploma or completed GED (**Required**)
- Associate's Degree in early childhood education or related field of study with a minimum of 30 Credits in ECE.
- Strong oral and written communication skills and basic computer skills
- High energy and the ability to work well with others (staff, children, and parents) and to foster a team environment
- A strong understanding of child development
- Infant/child CPR and First Aid certification