



Job Title: Early Childhood Teacher
Reports To: Director of Education Enrichment

Summary

Under the general direction of the Director of Education Enrichment, the Early Childhood Teacher coordinates and manages implementation of classroom curriculum and progress monitoring practices to provide high quality early childhood education at the **24:1 Early Childhood Learning Center** in the Normandy footprint area.

Essential Duties and Responsibilities include the following. Other duties may be assigned.

Plans and develops appropriate activities to be implemented in the classroom.

Monitors students' progress utilizing assessments and observational data

Implements classroom curriculum

Maintains classroom management systems to address individual student needs

Implements high quality early childhood instructional practices

Maintains consistent communication with parents regarding progress, performance and any parental concerns

Participates in classroom evaluation through the Environmental Rating Scale Assessments

Utilizes the Ages and Stages Questionnaires in order to monitor student progress

Engages in collaborative professional development with other teachers

Participates in joint or group planning in a collaborative, professional manner

Attends regular staff meetings and professional development activities

Completes reporting requirements on accomplishment of center goals

Represents U4C in the community in a professional manner

QUALIFICATIONS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. Must possess childcare experience. The requirements listed below are representative of the knowledge, skill, and/or ability required.

EDUCATION and/or EXPERIENCE

Minimum of Child Development Associate credentials required, three to five years experience working with children in a child care setting preferred.

LANGUAGE SKILLS

- Very strong oral communication skills with respectful attitude toward diverse people and approaches.
- Ability to communicate thoughts and ideas clearly and concisely in written form to varying reading abilities.

PHYSICAL SKILLS

- Must be able to move about the classroom unobtrusively
- Must be able to frequently lift up to 50 lbs.
- Must be able to kneel/sit on floor and return to a standing position without assistance

TRAVEL

- Must have reliable transportation.
- Must have Missouri or Illinois driver's license and automobile insurance carrying the required level of liability insurance.

U4C is an equal opportunity employer.