**General Position Description**

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. The Teacher must be skilled in communicating with both children and adults to meet the needs of the children, effectively guide support staff, and resolve parental concerns.

This position reports to Center Director.

**Key Responsibilities**

Plan and implement developmentally appropriate classroom activities that will enhance the social-emotional, physical, language, and cognitive development of each child.

Develop developmentally appropriate lesson plans with goals, objectives, activities, and outcomes for children and implement them intentionally.

Develop and maintain an attractive and stimulating learning environment that encourages each child’s independence and self-selection of activities.

Provide opportunities for each child to develop a positive self-image and experience success.

Observe, assess, and document each child’s skills, behavior, growth, and development.

Assist children in the smooth, daily transitions including those from home to Boone Beginnings as well as between center activities.

Ensure that all children are always under appropriate supervision and guidance.

Maintain a clean, safe, and healthy classroom environment.

Ensure all center policies are followed and Nebraska childcare regulations are met.

Schedule and meet with parents regularly about their child’s progress.

Encourage parent participation in program activities and in implementing education activities for their children at home.

Develop effective partnerships with parents by encouraging input into all aspects of the educational program.

Maintain frequent communications with parents through informal discussions, progress reports, and parent-teacher conferences.

Supervise support staff, and classroom volunteers to ensure they are following planned activities, hygiene, and safety standards.

Serve as a model and coach for support staff.

Delegate responsibilities to the supporting staff as fitting.

Develop and maintain confidential educational information for each child.

Maintain daily attendance and CACFP food counts.

Ensure the timely completion of necessary paperwork, including developmental assessments, lesson plans, newsletters, etc.

Maintain personal professional development plan to ensure continuous quality improvement and attend in-service trainings.

Perform other duties as assigned within the scope of the job description.

**Education and Experience Requirements**

Bachelor’s or Associate’s degree in early childhood education or other degree that meets state childcare licensing requirement *preferred* or;

Working towards a degree in Early Childhood education or related field or;

Be willing to obtain a CDA credential within 2 years of hire

High School Diploma or GED

Two years of experience in early childhood group setting preferred.

Must clear full background check.

Must pass health screening.

**Essential Skills/Abilities Required**

Knowledge of early childhood curriculum and developmentally appropriate practice.

Ability and willingness to remain up-to-date of developments in the child development field to enhance professional growth and development.

Ability to actively interact with children, including bending, kneeling, sitting on the floor, lifting, climbing, and walking.

Knowledge of Nebraska childcare licensing requirements.

Ability to work as a cooperative and supportive team member.

Ability to manage time.

Ability to communicate with others both verbally and in writing.

Ability to obtain infant/child CPR and first aid certification, Safe with You certification, and other state requirements.

Ability to lift, carry, and move center/classroom equipment and supplies up to a minimum of 40 pounds.

**Employment Type**

* Full Time

Employee Signature Date