

## **POSITION TITLE: LEAD PRESCHOOL TEACHER**

### **Scope of Responsibilities:**

To prepare small children for kindergarten by easing them into organized education. You will teach them important elements that they will encounter soon after they enter school life.

A preschool teacher must have a great love and patience for children. Qualifications needed to teach them effectively include knowledge of best practices and preschool educational methods as well as the ability to engage them and earn their trust and attention.

The goal is to contribute to the healthy mental and emotional development of the child so they can more easily acclimate in the next level of education.

### **Education and Experience Requirements:**

- Completion of Basic STARS class upon hire
- 2+ year working with young children in a classroom setting
- ECE college course work preferred- must be willing to earn Initial and/or Short Certificate within 2-5 years
- Successful pass of background check and Virtus training

### **General Responsibilities:**

- Develop a careful and creative program suitable for preschool children
- Employ a variety of educational techniques (storytelling, educational play, media etc.) to teach children
- Observe each child to help improve his/her social competencies and build self-esteem
- Encourage children to interact with each other and resolve occasional arguments
- Guide children to develop their artistic and practical capabilities through a carefully constructed curriculum (identify shapes, numbers or colors, do crafts etc.)
- Supervise children to ensure they are safe at all times
- Track children's progress and report to parents
- Communicate with parents regularly to understand the children's background and psyche
- Collaborate with other educators
- Maintain a clean and tidy classroom consistent with health and safety standards
- Create an open, warm environment that enables students to feel safe
- Continue ongoing education and training as mandated by diocese and state policy