



## ECE Teacher

### Job Description

Under the direct supervision of the Center Director, the Preschool and Toddler teachers will be primarily responsible for carrying out (with other classroom staff) a well-balanced program of age and developmentally appropriate activities designed to meet the physical, emotional, social and intellectual needs of the children in his/her care.

### Job Responsibilities:

- Develops and implements a well-balanced program of open-ended activities, teacher directed activities, and spontaneous curriculum activities designed to support the children's social, emotional, physical, and cognitive skills.
- Designs and maintains an environment that provides for free exploration and curiosity, and problem solving opportunities. Responsible for the arrangement and appearance of the learning environment at all times.
- Supervises children to ensure a safe and healthy experience for all.
- Assumes an equal share of the joint housekeeping responsibilities.
- Conducts classroom observations and child assessments to ensure that the program is meeting individual and group needs.
- Makes positive contact with parents every day.
- Assists in planning and presenting parent workshops, conferences, and orientations.
- Maintains a professional attitude and a sense of ethical responsibility at all times.
- Participates in visibility events as needed.
- Participates in monthly staff meetings.
- Participates in staff development activities.
- Performs other duties as needed and assigned.

### Requirements:

- Knowledge and experience in developmentally appropriate practice.
- Experience working with diverse populations in a culturally sensitive manner.
- Strong interpersonal and professional skills.
- Excellent customer service skills.
- Ability to maintain confidentiality and discretion.
- Ability to communicate effectively with staff and parents both orally and in writing.
- Regular attendance and punctuality are essential.
- Be fully vaccinated against COVID-19 within 60 days after employment

**Qualifications:**

- A Teacher Permit or equivalent (24 units in ECE - including 3 infant/toddler units - and 16 in General Education) required. AA in Child Development or Early Childhood Education preferred.
- A minimum of two years teaching experience with children 0-5 years old.

**Supervisory Responsibilities:**

This position does not have any supervisory responsibilities.

**Physical Requirements:**

The employee is occasionally required to sit; climb or balance; and stoop, kneel, crouch or crawl. The employee must frequently lift and/or move up to 35 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and ability to adjust focus.

Job Type: Full-time

Pay: \$18.00 - \$20.00 per hour

**COVID-19 considerations:**

To keep staff safe, masks provided, and smaller classroom sizes and ratios are in place. All employees must be vaccinated against COVID-19.