

PRESCHOOL LEAD INSTRUCTOR

JOB DESCRIPTION

Reports to: Director and/or Educational Manager

Conditions of Employment: As per IASC Lead Teacher Agreement

Program Characteristics: EARLY EDge serves preschool children 3-5 years of age.

Areas of Responsibility:

1. Develop an environment that provides a variety of age appropriate experiences to foster child exploration and discovery.
2. Support children's social and emotional development through positive child guidance approaches and the development of positive relationships in the classroom.
3. Access each child's learning needs through observation, ongoing assessment and the development of individual learning plans.
4. Acquire knowledge of the current curriculum and implement the curriculum practices in the classroom.
5. Communicate with parents on a regular basis regarding their child's progress.
6. Model appropriate and respectful behavior to the children and all staff members.
7. Establish and maintain confidential, accurate and timely information on each child's development and program participation.
8. Lead the classroom team in collaboratively working with children and their families. Provide direction to staff as needed.
9. Supervise students at all times.
10. Honor all families with regard toward culture and diversity.
11. Attend required training and staff meetings.
12. Other duties as assigned.

Qualifications:

State of Minnesota Early Childhood Education Licensure
Successful completion of Background Check

Required Skills:

1. Exhibit a positive attitude, openness to new ideas, and a growth mindset.
2. Cultural awareness, gender fairness, and disability awareness.
3. Experience working with young children.
4. Patience, calm and understanding manner when working with students.
5. Able to attend work regularly, work as part of a team and report to work in a timely manner.
6. Ability to lift 50 pounds
7. Physical stamina to complete tasks and work with small children.
8. Ability to maintain confidentiality
9. Ability to sit on floor, sit on low chairs, and kneel/crouch/crawl