

JOB TITLE: Great Start Readiness Program (GSRP) Associate Teacher

LOCATION: Madison Early Childhood Center

START DATE: October 27, 2025

SALARY: Per AFSCME Local 1445 Collective Bargaining Agreement

DESCRIPTION

The GSRP Associate Teacher assists the Lead Teacher in providing a warm, nurturing, and developmentally appropriate learning environment for preschool children, consistent with the Michigan Department of Education's Great Start Readiness Program (GSRP) guidelines. The Associate Teacher supports daily instruction, helps maintain classroom organization and safety, and contributes to the social, emotional, physical, and cognitive development of all students.

QUALIFICATIONS

Required:

- Associate's degree or higher in Early Childhood Education or Child Development; **or**
- Child Development Associate (CDA) credential with preschool endorsement and commitment to continuing education as required by GSRP guidelines.

Preferred:

- Experience working with preschool-aged children in an educational setting.
- Strong teamwork and communication skills.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Assist in planning and implementing daily activities using the approved curriculum and GSRP standards.
- Support the Lead Teacher in maintaining a positive and engaging classroom environment.
- Interact with children in a manner that fosters curiosity, confidence, and independence.
- Conduct child observations and contribute to developmental assessments.
- Help prepare instructional materials and maintain organized learning spaces.
- Participate in home visits, parent-teacher conferences, and family engagement activities as required.
- Ensure classroom safety and compliance with GSRP and licensing requirements.
- Collaborate with the Lead Teacher and support staff to meet individual student needs.
- Attend professional development sessions and staff meetings.
- Maintain confidentiality and uphold the values of Madison District Public Schools.

BENEFITS

- Competitive salary
- Professional development opportunities
- Supportive and collaborative work environment

METHOD OF APPLICATION

- Complete application process with Oakland Human Resources Consortium (OHRC)
- Upload letter of interest, current resume, and letters of recommendation