

Preschool Teacher

Description:

Preschool teachers will instruct 3- and 4-year old children in activities designed to promote social, spiritual, physical and intellectual growth. A teacher will present him- or herself as a responsible professional and as a Christian adult role model for children.

Qualifications:

Knowledge of young children and child development principles
Knowledge of developmentally appropriate curriculum planning
Able to communicate effectively in both verbal and written communications
Able to lift 25-50 pounds multiple times a day
Knowledge of Catholic Church teaching, beliefs, and practices
Possess basic computer skills
Must hold and maintain current CPR and First Aid Certifications
High School graduate or equivalent required
Associates degree/documentated equivalent experience or higher preferred

Responsibilities:

Implement provided curriculum for a maximum group of 8 students
Implement provided faith-based curriculum
Submit any additional faith-based supplemental lessons to administration prior to implementing lesson
Use various methods and activities to teach to all learning styles
Observe and evaluate each child's performance, behavior, and spiritual & social development
Maintain records on each child's progress and development
Prepare written evaluations for each student in the months of October and February and be available to meet with parents to discuss these evaluations if needed
Collaborate daily with classroom aide
Prepare and set up activities
Provide weekly and monthly schedules of activities
Lead the children in prayer daily
In your absence, provide lesson plans for a substitute teacher to easily follow and implement
Develop a positive relationship with each child and promote the development of spirituality, self-esteem, and self-discipline
Communicate with any parent as the need arises regarding the child
Participate in staff meetings and staff development
Keep classroom, storage areas, and bathrooms clean, neat and sanitized, but not including more extensive maintenance/ janitorial services
Assist with toileting as needed
Ensure equipment and the facility are safe at all times
Know emergency procedures
Follow policies and procedures as set forth
Be flexible
Perform additional duties as assigned

Compensation is competitive and will be commensurate with candidate's skill, experience and education level. All employees will be required to complete the diocesan safe environment training prior to any contact with children.