

## **Job description**

### **Lead Preschool Teacher**

**Reports to:** Preschool Director

#### **Benefits:**

- 403(b)
- 403(b) matching
- Health insurance
- Paid sick time
- Employee discount on preschool tuition
- Paid holidays/time off
- Professional development assistance

**Start Date:** August 2024

**Location:** In person

**Status:** Full-time

**Closing date:** open until filled

**Schedule:** Monday-Friday (40hrs/week)

**Salary:** \$19-\$20 per hour

**Number of hires available:** 1

*Are you interested in a faith-based early childhood teaching opportunity? Do you want to foster the growth and confidence of children daily?*

St. John Christian Preschool has been serving children and families for 30+ years in a beautiful setting near Lindenwood Park. We are eager to find an individual interested in helping children discover their unique God-given abilities!

#### **Program structure**

We are looking for an energetic and friendly individual who enjoys interacting and engaging with children ages 3-5. We are hiring a full-time teacher to join our team and manage the everyday operations of our preschool classroom. Our preschool hours will be Monday-Friday (7:30 am-4:30 pm).

*Specific full-time schedule is negotiable.*

#### **Job Summary**

The full-time teacher will manage the St. John preschool classroom, assist the Preschool Director with weekly lesson plans, and maintain a safe, dynamic, engaging, and happy preschool environment daily. Candidate must be outgoing, reliable, patient, and energetic. Candidate must show basic early childhood development understanding and ability to multi-task and manage a classroom of 16-22 three to five year olds.

## **Duties and responsibilities**

- Care for children's basic needs.
- Facilitate lesson plans, gross/fine motor skill activities, and imaginative play.
- Teach basic Kindergarten readiness skills (dressing, sitting quietly, standing in line, etc.)
- Meet with the program director bi-weekly to review curriculum plans and evaluate students' progress moving forward.
- Provide necessary resources for children to explore and learn.
- Maintain rules for the classroom.
- Uphold the standards of the Nurtured Heart Approach.
- Read books to large or small classroom numbers.
- Lead large group circle time each day.
- Organize and execute activities intended to grow physical, mental, and social development for each age between 3-5 years.
- Enforce all standards and policies put in place here at St. John Preschool.
- Serve meals and/or snacks following required nutritional guidelines.
- Prepare necessary materials and resources for weekly lesson plans.
- Supervise children outside and in the classroom. Ensure their safety and well-being at all times.
- Tidy and clean indoor and outdoor spaces to facilitate a safe and productive preschool environment.
- Communicate with co-teachers daily to stay connected on everyday classroom needs.
- Guide and delegate tasks appropriately.
- Other duties as required.

## **Qualifications**

### Education

- High School Diploma or GED (required)
- Associate degree (required)
- Bachelor's degree (preferred)

### Skills

- Strong understanding of early childhood development
- Classroom management

### Experience

- Teaching: 1 year (preferred)
- Childcare: 1 year (preferred)

## Abilities

- Ability to connect and engage with children
- Ability to communicate with other preschool staff
- Ability to relate positively to young children, parents, and fellow staff.

## Other personal characteristics

- Friendly, flexible, calm, patient, loving, energetic

## Physical Capabilities

- Be able to walk, squat/kneel, sit on the floor, see, hear, and speak with children to ensure children's health and safety.

## Other:

- Criminal Background Check
- Drivers Check
- Annual training hours (13 hours) - *provided*
- Completion of Basic Child Care Class "Getting Started" - *provided*

## License/Certification:

- CPR certification - *provided*
- Nurtured Heart Approach - *provided*
- Mandated reporter

**How to apply:** Please send a resume and cover letter to [psdirector@stjohnfargo.com](mailto:psdirector@stjohnfargo.com).