

Selah Early Learning Academy Job Description Beginners Class Lead Teacher/Assistant Teacher



Preparing hearts, hands and minds of preschool children

We value Christ-centered, hands-on education with a relational focus

This position is available to start training immediately and begin in August with the 2019-2020 school year.

General Statement

We desire to grow relationally with each child and family, embodying our mission of instilling a passion for lifelong learning and a love for God. We understand the importance of Christian Education and provide an excellent educational environment. Selah's Teachers are responsible for guiding the social/emotional, cognitive, physical and spiritual growth and development of their classroom. Selah's Teachers are supervised by Selah's Director and Education Board, and work collaboratively with assistant staff. Teachers will work to create an engaging and "hands-on" learning environment, accessible to students of unique developmental and learning abilities. Teaching staff will work collaboratively to plan studies and activities with the purpose of meeting and exceeding Montana Common Core Standards for learning.

Duties and Responsibilities

- Plans and prepares dynamic center-based activities that function to grow the student's learning and development in all domains of well-being.
- Prepares and submits lesson plans for the week ahead.
- Utilizes Selah's established curriculum and follows the approved teaching methods, and positive discipline approach when engaging students.
- Actively supports the inclusion of children of all abilities by planning appropriate activities for a range of children's developmental/behavioral abilities.
- Works to collaborate and involve other teaching staff to accomplish Selah's goals.
- Documents the observations and assessments of the developments of the student using the approved tools and methods.
- Collects writing samples, worksheets and artwork for the student's portfolios.
- Carries out all policies and procedures of Selah Early Learning Academy.

- Facilitates parent/teacher conferences or meetings at the request of families and/or Selah's Director.
- Communicates progress and feedback of students with parents/guardians on a daily basis.
- Contributes class information and reminders in the weekly newsletter.
- Helps to plan and prepare classroom/school for Selah sponsored events or programs, and actively participates in them.
- Prepares, prints, copies, and puts together learning materials for the current study.
- Attends scheduled staff meetings, for planning, training and professional growth.
- Works to stay on top of current early childhood educational trends and curriculum.
- Works to foster positive and trusting relationships with students, families and staff.

Required Qualifications- Experience, Education, Knowledge & Skills

- Undergraduate degree in Early Childhood Education, Bachelor's degree in Education or related field.
- One year experience working with children in a Sunday School, Home School or Day Care setting
- Worships in a Bible-based church and actively seeks Spiritual growth and accountability.

Preferred Qualifications- Experience, Education, Knowledge & Skills

- Demonstrated experience as a Lead Teacher or combination of Preschool and Lead Teacher experience.
- Knowledge of the Montana Early Learning Guidelines
- Knowledge of the child development and developmentally appropriate practices.
- Knowledge and experience with Montana state childcare health and safety regulations.
- Knowledge of strategies for inclusion, resources, and options of children with special needs.
- Knowledge of resources for professional development.
- Current with Child CPR/1st Aide Certification, renews as needed.

Job Type: Part-time (M -F) about 20-25 hrs/week. Meets weekly with Selah Staff and Director for staff meetings and planning.

Salary: \$13.00 to \$15.00 /hour DOE

Offers for employment are conditional upon completion of professional reference checks and a background check.

To Apply:

Send a Cover Letter and Resume to Selah Early Learning Academy at selahschool@efcb.org