

Faithful Beginnings at St Mark's Preschool Teacher Job Description

Title: Classroom Preschool Teacher Full/Part time

Reports to: Preschool Director

Supervises: FLSA: Non-Exempt

Position Summary: Responsible for developing and implementing appropriate activities that promote the cognitive, spiritual, physical, language, social and emotional development of each child enrolled in the classroom for which responsible.

Qualifications:

- At least 18 years of age.
- Have reliable transportation.
- College credit classes or necessary work experience in a classroom setting
- Ability to relate positively to young children, families, and staff.
- Willingness to learn about developmentally appropriate practices and MN-DHS rules and regulations
- Demonstrate success in working and collaborating as a member of a team including effective and strong communication skills (oral and written).
- Be able to walk, squat/kneel, lift, sit on floor, see, hear, and speak with children to ensure children's health and safety; demonstrate supervision skills of children. Be able to lift up to 50 lbs.
- Background Check, CPR/First Aid certification, Child Abuse and Neglect Prevention Training, and other trainings as required by licensing completed.

Essential Functions:

- Create and engage children in daily lessons and activities that support intellectual, emotional, spiritual, and physical development.
- Plan curriculum: Prepare daily lessons and exercises; following age-appropriate curriculum guidelines for preschoolers.
- Create an environment focused on supporting safety, love, and the well-being of children.
- Prepare healthy snacks for students while ensuring dietary restrictions are met.
- Report any accidents or unusual behavior to supervising staff and parents.
- Observe and record any signs of developmental delays or behavioral issues.
- Know and implement behavioral management techniques, as well as incorporate social/emotional curriculum into daily lessons.
- Encourage children to interact with each other and resolve occasional squabble—may need to act as mediator between children.
- Track children's progress and create reports/evaluations for parents.
- Constantly supervise children and ensure safety protocols are met.

- Maintain a positive, well organized, loving, and safe environment for all children and families. Establish a positive relationship with each child and each child's family and communicate daily activities and other pertinent information.
- Generate open communication with parents via apps, emails, phone calls, in person, etc.
- Participate in school calendar events – staff meetings, trainings, family events, etc
- Understand and execute emergency procedures and protocol when needed.

The above statements are intended to describe the general nature and level of work performed by a person in this position. They are not to be construed as an exhaustive list of all duties that may be performed in such a position.