

Date: June 6, 2016

Position: Great Start Readiness Program Full Day Teacher at West Midland Family Center

Salary: Based on experience and qualifications

Application Deadline: July 28, 2016

Application Process: Send resume and WMFC Employee Application to:

Email: onstottt@wmfc.org

Mail/Drop Off:

West Midland Family Center

(Attn: Trixie Onstott)

4011 West Isabella Road

Shepherd, MI 48883

Job Summary: The Lead Teacher will plan and carry out an effective child development program based on a research-based, high-quality curriculum that meets the needs of children at their level while creating a strong home-school partnership. The Lead Teacher will be responsible for supervising and evaluating members of their classroom team.

Requirements:

1. **MUST** have a valid Michigan Teaching Certificate with an early childhood endorsement (ZA/ZS) or A bachelor's degree in child development or early childhood education with specialization in preschool teaching. The transcript will document a major, rather than a minor, in child development or early childhood education.
2. Must be certified or able to certify in First Aid, CPR and on-site First Responder training.
3. Knowledge of The Creative Curriculum and Teaching Strategies Gold would be beneficial.
4. Knowledge of DHS Licensing, Program Quality Assessment (PQA), and Conscious Discipline would be beneficial.
5. Criminal Background and Central Registry check required for employment.
6. Administrator qualifications for an off-site center would be beneficial.

Responsibilities:

- 1) Plan and carry out an effective child development program that includes physical, social, emotional and cognitive needs of each child.
- 2) Create an environment with well-established routines and smooth transitions.
- 3) Guarantee a safe environment by providing constant supervision, appropriate arrangement of space and accurate maintenance of equipment.
- 4) Develop a calm, pleasant environment in the classroom in which children and families feel comfortable and secure.
- 5) Provide positive guidance using Conscious Discipline to help the children develop self-control.
- 6) Provide plenty of experiences through play that promote self-expression, growth of imagination and creativity.
- 7) Provide activities that develop positive approaches to learning, including persistence, problem solving and curiosity.
- 8) Develop a strong home to school relationship with families.
- 9) Conduct home visits and parent teacher conferences as outlined in the GSRP Implementation Manual.
- 10) Maintain written records and stay up-to-date on entering information on Teaching Strategies Gold.
- 11) Work as part of a team to maintain a high standard of quality in the classroom and in the program.
- 12) Provide leadership to your classroom team and complete performance reviews twice yearly on your team.
- 13) Report to your Director for twice yearly performance reviews as well as determine personal and professional goals

If you are hired you will need to complete and have a DHS Clearance Form, ichtat and negative TB results on file prior to starting.