



## ***Job Description For: Teacher***

<b>Location:</b>	3592 Flat Shoals Road, Decatur, GA
<b>Reports to:</b>	Director of Child Development Center
<b>Supervisory Responsibility:</b>	Yes
<b>Salary:</b>	\$40,000-\$45,000 based on experience
<b>Benefits Package:</b>	Yes
<b>Type of Position:</b>	Full-time; On-site

**Major Responsibility:** The Teacher is responsible for developing a cohesive teaching team, coordinating the curriculum, and managing the day-to-day operational activities of the classroom. Teachers must understand children's cognitive, social, emotional and physical development in order to ensure a safe and stimulating classroom environment where children are actively engaged and encouraged to succeed.

### **General Responsibilities:**

- Coordinate and implement educational curriculum by developing classroom activities based on developmentally appropriate practices and early learning standards.
- Lead by example; encourage teaching team success through modeling and coaching.
- Plan individual and group age-appropriate activities to actively engage children and encourage social, cognitive and emotional growth.
- Maintain frequent communications with parents through informal discussions, progress reports, and parent-teacher conferences.
- Ensure all center policies and state regulations are met.
- Ensure a healthy classroom environment – including maintaining appropriate hygiene and cleanliness standards and safety and security of children.
- Supervise teacher assistants and classroom volunteers to ensure they are following planned activities, hygiene and safety standards.
- Maintain accurate records, forms and files for children files

### **Qualifications / Skills / Knowledge and Experience:**

- Associate's Degree or higher in early childhood education or related field of study with minimum of 30 Credits in ECE. Or Technical Diploma or CDA
- Minimum of 2 years of professional child care experience.
- A strong understanding of child development.
- Excellent interpersonal skills.
- Infant/child CPR and First Aid certification.
- Must clear full background check.