



## Preschool Teacher

### Summary

The Janet S. Munt Family Room Preschool is a play-based learning community inspired by nature and neighborhood, encouraging social and emotional learning, and building on children's strengths and curiosity.

As a preschool teacher, you will play a pivotal role in shaping young minds and hearts. Your responsibilities will include crafting and implementing a developmentally appropriate curriculum, cultivating social and emotional growth, and ensuring the utmost safety and well-being of the children in your care. You will work closely with the lead teacher to create a supportive and engaging learning environment within the Family Room Preschool.

### Responsibilities

#### Curriculum Development

- Develop and implement age-appropriate lesson plans and educational activities.
- Create a stimulating and play-based curriculum that encourages children's holistic development.
- Utilize diverse teaching materials and techniques to cater to various learning styles.
- Build curriculum based on children's strengths and interests combined with Vermont Early Learning Standards

#### Classroom Management

- Foster a nurturing and inclusive classroom atmosphere.
- Organize and participate in creative and educational activities.
- Maintain a clean, safe, and organized classroom environment consistent with health and safety standards and Vermont's Childcare Regulations.

#### Assessment and Communication

- Conduct assessments to track children's progress and adjust teaching strategies accordingly.
- Communicate effectively with parents regarding children's development and well-being.
- Initiate meetings with parents to provide valuable parenting support and coordinate regular conferences for discussing children's progress.

#### Enrollment and Family Engagement

- Guide prospective families through the enrollment process, responding to inquiries and conducting informative tours.
- Collaborate with parents regularly to understand the children's background and psyche.

#### Professional Development

- Stay updated on early childhood education trends and incorporate innovative teaching methods.
- Collaborate with colleagues and participate in professional development opportunities.
- Attend workshops, conferences, and training sessions to enhance teaching practices.

### **Child Development**

- Observe each child to help them improve their social competencies and build self-esteem.
- Encourage children to interact with each other, resolve conflicts, and develop positive social skills.
- Guide children to develop their artistic and practical capabilities through a carefully constructed emergent curriculum.
- Coordinate meal times and supervise children to ensure their safety at all times.

### **Team Collaboration**

- Collaborate with other educators to enhance the overall learning environment.
- Actively participate in school-wide initiatives and events.

### **Requirements (Experience and Education)**

- At least one year of experience working with children or working in a management position in a program or organization serving children. Alternatively, a combination of education and experience that provides comparable knowledge and skills.
- At least a Vermont Early Childhood Ladder Level Three (3) Certificate; or
- At least an associate degree from an accredited college with a major or concentration in Early Childhood, Child or Human Development, Elementary Education, or Child and Family Services and at least twelve (12) months experience working with groups of children from grade three (3) or younger.

### **Desired Qualifications**

- Bachelor's degree or master's degree in child development, early childhood education or human development or a related field OR At least a Vermont Early Childhood Career Ladder Level Four (4) A or B Certificate

### **Skills**

- Ability to implement and supervise a positive learning environment while incorporating educational programming.
- Ability to develop and maintain effective, ongoing working relationships, interactions and communications (including conflict resolution and/or crisis management)
- Ability to effectively direct the work of others, work both independently and as a team member on various tasks, all while meeting established deadlines and adapting to changing priorities.
- Ability to appropriately respond to a variety of situations and unanticipated stressors.
- Passion, idealism, integrity, a positive attitude, mission-driven, and self-directed.
- In-depth knowledge of early child development.
- Ability to work effectively within a multicultural community.
- Must maintain first aid and CPR certification.
- Maintenance of satisfactory standing with the Adult Abuse Registry, Child Abuse & Neglect Registry, Vermont Criminal Information Center, and the Office of the Inspector General (OIG).

- Ability to carry out the functions of this job without risk of harm to the health and safety of self and others.
- Ability to travel for work, including field trips & home visiting. A valid driver's license is required.

### **Working Schedule & Compensation**

**Position:** Part-time

**Hours:** 20-25 hours per week

**Hourly Wage:** Starting at \$21.00 per hour

**Benefits:** CTO (Combined Time Off), Retirement Plan, Paid Holidays, and more.

**Typical Schedule:**

- September through June:
  - Mondays & Wednesdays: 7:45 am - 3:00 pm, Fridays: 7:45 am - 1:00 pm
- June through August: Schedule TBD

**Supervision:**

- Weekly supervision sessions: 30 minutes

### **How to apply**

Please send a detailed, personalized cover letter, three references and your resume to our Executive Director, Josh Miller, at [careers@thefamilyroomvt.org](mailto:careers@thefamilyroomvt.org). Applications will be accepted until the position is filled.

### **Working Conditions**

- Work is performed in a normal office environment and may also include outdoor settings
- Travel may be required as part of the job, including visits to community-based settings, and outdoor locations
- May experience:
  - Hostile and emotionally upset clients, family members, visitors, and staff
  - Stress due to demanding profession
  - Exposure to blood-borne pathogens
  - A variety of environmental exposures such as inclement weather, animals, firearms, tobacco use, dust, and other client-based activities and preferences

### **Essential Functions**

- Regularly sitting, standing, or walking for a prolonged period of time
- Regularly required to talk and hear
- Regularly required to visually observe objects up close and at a distance
- Regularly using hands to handle or feel and demonstrating finger dexterity
- Occasionally required to reach or bend
- Infrequent light physical effort is required
- Regularly required to use written and oral communication skills; read and interpret information and documents; analyze and solve problems; learn and apply new information or skills; perform work on multiple, concurrent tasks with constant interruptions
- Regularly requires demonstrated poise, tact and diplomacy when interacting with those encountered in the course of work, some of whom may be upset

### **Equal Opportunity Employer Statement**

*The Janet S. Munt Family Room values all members of our community. We seek to create an environment that respects and honors the diversity of individuals and their unique contributions to our mission. Many of our programs serve diverse children and families. The Family Room is dedicated to supporting the effective resolution of diversity, equity, and inclusion concerns. We have a Diversity, Equity and Inclusion (DEI) committee. Our DEI community recently held a workshop to build inclusive practices for our staff, and we continue to explore ways to make The Family Room more inclusive.*