

Substitute/Support Teacher: Infant - Prekindergarten, Early Childhood Education

We are currently seeking Part-Time Substitute/Support Teachers for our Early Childhood Education program. This position requires active supervision and care for infant through prekindergarten age children while providing and maintaining a positive, safe, and stimulating classroom and outdoor environment.

Skills:

- Have full knowledge of developmentally appropriate activities and practices for children.
- Have a working knowledge and understanding of Community Care licensing regulations and requirements.
- Have knowledge of appropriate social guidance and classroom management techniques.
- Must be able to write and speak English at a College level, and follow verbal and written instructions.

Duties & Responsibilities:

- Safety & Professionalism:
 - You are responsible for all children in your care.
 - Keep classrooms sanitary, safe, free from clutter, and orderly.
 - Conduct themselves in a professional manner at all times.
 - Adhere to employment and childcare licensing requirements.
- Communication:
 - Communicate positively and effectively, as required, with all parties(children/parents/ employees/employer).
 - Maintain confidentiality for all parties.
 - Report to Directors for schedules. Duties may include implementing planned curriculum, co-teaching, or assisting and supporting regular classroom teachers in a variety of ways.
 - Notify Directors of any concern, requests, or issues involving parents or children immediately.
 - Ask Directors for clarification about protocols for discipline or classroom management, facility or classroom issues, schedules or time-keeping, or anything else if needed.

Qualifications:

- 12 units in Early Childhood Development, or equivalent
- Minimum 6 months - one year experience in a Childcare Center
- Three ECE units in Infant/Toddler Curriculum for infant classroom shifts
- All clearances and forms completed and on file

Physical & Mental Requirements:

- Must be able to push, pull, lift and carry up to 20 pounds, unassisted, on a frequent basis. Occasionally, will need to lift and carry up to 30 pounds unassisted.
- Position requires the performance of simple motor skill activities such as walking, standing and bending. Must have full use of arms, hands, and legs. Must be able to walk, stand, squat, stand for long periods, bend over tables, climb stairs, reach above shoulders, and kneel.
- Must be able to identify objects visually at a distance of 20 feet, distinguish normal sounds where there is some background noise, and be able to speak clearly and make self-understood.
- Must be able to problem-solve, make decisions under pressure, supervise and interpret the needs of the children, organize information, keep daily written records, take direction, remember assigned tasks and follow through.

Understanding: This position is considered Temporary/Seasonal and Part-time, and is contingent upon passing live scan/background checks. Shift duties vary, and all are paid at the same compensation. Facility operates from 6:30 a.m. to 5:30 p.m. Shifts may be up to 8 hours within this time frame. Meal and rest breaks will be provided as required by law.