



The First Presbyterian Church **Nursery School** 12 West 12 Street NY, NY 10011 212-691-3432

WE ARE The First Presbyterian Church Nursery School was established in 1952 as a community mission of The First Presbyterian Church of New York. The school currently serves over 100 students aged 2-5 years of age. Pedagogically rooted in play-based instruction the FPCNS curriculum is inspired by the project based emergent philosophy of the Reggio Emilia schools of Italy.

WE SEEK an exceptional Head Teacher to join a team of Early Childhood Educational professionals, which includes one assistant teachers and one aid. This is a 10-month, full time exempt or non-exempt position. The ideal candidate will provide support in the following areas: student engagement and interaction, especially through the separation process; classroom observations and documentation; curriculum development; professional dialogue and engagement with families through ongoing communications. Other functions also include, but are not limited to, consistently maintaining student health and safety standards; and contributing to the preparation and care of the classroom environment.

BENEFITS The First Presbyterian Church offers a competitive compensation and benefits package including health coverage, retirement benefits, paid sick leave, vacation and holidays, tuition reimbursement and access to professional development resources.

HOW TO APPLY Interested candidates are encouraged to submit a cover letter, resume and three letters of reference to the attention of Halima Fuller, Interim Director. All resumes must be submitted to nsoffice@fpcns.org No paper resumes will be considered. No telephone calls, please. The position will remain open until filled.

The First Presbyterian Church is an equal opportunity employer.



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JOB DESCRIPTION

Position Title: Head Teacher

Position Summary: This is a full-time, exempt or non-exempt status position.

Principal Working Relationships: Reports to the Director

Key Tasks and Responsibilities: The Head Teacher, utilizing input from his/her/their team, knowledge of child development and early childhood education, shall plan and develop a meaningful curriculum for two, three and four-year-old children, incorporating the School's procedures, philosophy and goals.

Competencies & Skills Required:

- Possesses developmental knowledge of age group assigned
- Differentiates instruction to meet the needs of diverse learners
- Maintains overall responsibility for all aspects of teaching and learning within their classroom
- Partners and collaborates with parents, colleagues, administration, and the community at large to support ongoing development of students
- Embraces and actively pursues professional development opportunities
- Collaborates with teaching team and specialists to develop and foster an emergent curriculum
- Establishes and maintains organized classroom systems, workflow and procedures
- Supports meaningful communication through excellent written and verbal communication skills
- Implements ongoing assessment and data-collection strategies to inform parent-teacher conferences, school reports and developmental goals
- Honors the process and product of documentation in its various forms

Education and Experience:

The ideal Head Teacher candidate must hold either an MA or MS in Early Childhood Education or a related field as well as an initial or professional teacher certification issued by The New York State Educational Department. If a master's degree has not yet been attained, a study plan must be provided with the goal of obtaining a master's degree and permanent certification within three years' time. A minimum of five (5) years' experience in Early Childhood is also required.