

Early Childhood Assistant Preschool Teacher

Reports to: Lead Teacher

Hours of Work: 35 hours / 8:30-3:30 Monday- Friday (Summer hours vary)

Job Summary: The Assistant Preschool Teacher will work with the Lead Teacher, Director and parents to create a safe, positive and accepting environment where families and children learn together.

Duties/Responsibilities:

CURRICULUM AND CHILDREN

- Assist in the educational, social and emotional development of children under the direction and guidance of the lead teacher.
- Assist in the implementation of classroom curriculum by assisting children individually or in small groups to reinforce learning concepts presented by the lead teacher.
- Provide support for individual students in classrooms, school-yard and field trips to enable them to fully participate in activities.
- Foster developmentally appropriate independence in children encouraging expression of ideas and feelings.

ASSISTANT TEACHER AND CLASSROOM STANDARDS

- Maintain a welcoming, child-centered, developmentally appropriate classroom at all times.
- Know and maintain all Municipality of Anchorage Child Care Licensing standards including:
 - Maintain Pediatric First Aid and CPR certification.
 - Progress with professional development
 - Know the emergency procedures.

PARENT RELATIONS

- Demonstrate, recognize, and encourage positive social behavior among children and adult workers (such as cooperation, problem solving, taking turns and sharing).
- Help adult workers to improve skills using “teachable moments,” modeling, and reflective evaluation.
- Emphasize the importance of the safety and well-being of children in the classroom to working adults.

COOPERATIVE CORPORATION

- Support the Guidelines and Cooperative Philosophy of the school as outlined in the ACP Handbook.

Qualifications:

Our ideal candidate would have 3 years or more of early childhood teaching experience. In addition, a philosophy of play-based learning and the cooperative preschool model is desired. Our ideal candidate will have:

- Current pediatric first aid and CPR
- Four positive written references
- Positive background check
- Working knowledge of Child Care Licensing rules and regulations
- Completion of training hours as required by Child Care Licensing